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1989

ANNUAL REPORT
of the Commissioners, Treasurer
and Other County Officers
STRAFFORD COUNTY
NEW HAMPSHIRE



Strafford County Alms House

For The Year Ending
December 31, 1989

*The 1989 Annual Report is Dedicated
In Fond Memory of*

*Andrew R. Courteau, Sr.,
Ten Years of Dedicated Service as
Strafford County Commissioner
1966 - 1978*

and

*Margaret Waldon Ogden,
Strafford County Registrar of Probate
Twenty-Five Years of Service
1961 - 1986*

ANNUAL REPORT
of the Commissioners, Treasurer
and other County Officers
STRAFFORD COUNTY
New Hampshire
For the Year Ending
December 31, 1989
STRAFFORD COUNTY DELEGATION

Strafford County Annual Report 1989

TABLE OF CONTENTS

<i>Strafford County Officers</i>	<i>1</i>
<i>Strafford County Delegation Members</i>	<i>2</i>
<i>Strafford County Commissioner's Report.</i>	<i>3 - 6</i>
<i>Auditor's Recommendations & Findings.</i>	<i>7 - 9</i>
<i>Statements of Budgeted & Actual Expenditures & Revenues.</i>	<i>.10 - 12</i>
<i>Financial & Treasurer's Report.</i>	<i>13</i>
<i>State of Outstanding Debt</i>	<i>14</i>
<i>Apportionment of County Tax</i>	<i>14</i>
<i>Riverside Rest Home Administrator's Report</i>	<i>.15 - 17</i>
<i>Strafford County House of Correction Report.</i>	<i>.18 - 24</i>
<i>County Attorney's Report.</i>	<i>.24 - 27</i>
<i>County Sheriff's Report</i>	<i>28</i>
<i>County Register of Deeds Report</i>	<i>.29 - 30</i>
<i>County Human Service Department Report.</i>	<i>.31 - 32</i>
<i>Cooperative Extension Service Reports</i>	<i>.32 - 35</i>
<i>Minutes of County Convention Meetings & Public Hearings.</i>	<i>.36 - 87</i>
<i>Directory</i>	<i>.88 - 89</i>

Strafford County Annual Report 1989

STRAFFORD COUNTY OFFICERS 1989 - 1990

COMMISSIONERS

George Maglaras, Chairman*	Dover, NH
Paul J. Dumont, V. Chairman*	Rochester, NH
Roland R. Roberge, Clerk*	Rochester, NH

TREASURER

Charles C. Crocco*	Dover, NH
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EXECUTIVE ASSISTANT

Raymond F. Bower	Lee, NH
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COUNTY ATTORNEY

Lincoln T. Soldati*	Somersworth, NH
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COUNTY SHERIFF

Richard Cavanaugh*	Rochester, NH
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REGISTER OF DEEDS

Philippe Morrisette*	Dover, NH
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REGISTER OF PROBATE

Kimberly S. Quint*	Dover, NH
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JUDGE OF PROBATE

Gary R. Cassavechia	Rochester, NH
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CLERK OF SUPERIOR COURT

Donald Goodnow	Dover, NH
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NURSING HOME ADMINISTRATOR

Raymond F. Bower	Lee, NH
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MEDICAL REFEREE

Pathologist Professionals	Rochester, NH
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CHAPLAINS

Dover Clergy Association	Dover, NH
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COUNTY PHYSICIANS

Edwin Charle, M.D.	Somersworth, NH
Patrick Clary, M.D.	Somersworth, NH
Lawrence Sanders, M.D.	Dover, NH

CORRECTIONS ADMINISTRATOR

Nelson Goodfield	Rochester, NH
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HUMAN RESOURCE DIRECTOR

Cheryl A. Moulton	Berwick, ME
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*Elected Positions

Strafford County Annual Report 1989

STRAFFORD COUNTY DELEGATION 1989 - 1990

<i>James Appleby*</i>	<i>E. Rochester, NH</i>
<i>Mary E. Bernard</i>	<i>Dover, NH</i>
<i>Drucilla Bickford*</i>	<i>Rochester, NH</i>
<i>Julie Brown</i>	<i>Rochester, NH</i>
<i>Wayne Burton</i>	<i>Durham, NH</i>
<i>Robert J. Callaghan*</i>	<i>Rochester, NH</i>
<i>Albert J. Dionne</i>	<i>Rollinsford, NH</i>
<i>Anita A. Flynn*</i>	<i>Somersworth, NH</i>
<i>Edward J. Flynn*</i>	<i>Somersworth, NH</i>
<i>Patricia H. Foss</i>	<i>Strafford, NH</i>
<i>Roland A. Frechette*</i>	<i>Somersworth, NH</i>
<i>Gary Gilmore</i>	<i>Dover, NH</i>
<i>Sandra Keans*</i>	<i>Rochester, NH</i>
<i>William K. Kincaid*</i>	<i>Dover, NH</i>
<i>Paula Kinney*</i>	<i>Dover, NH</i>
<i>Douglas Lachance*</i>	<i>Barrington, NH</i>
<i>Robert Marston</i>	<i>Dover, NH</i>
<i>W. Kent Martling*</i>	<i>Durham, NH</i>
<i>William H. McCann, Jr.</i>	<i>Dover, NH</i>
<i>Amanda Merrill</i>	<i>Durham, NH</i>
<i>George T. Musler</i>	<i>Barrington, NH</i>
<i>John O'Brien</i>	<i>Strafford, NH</i>
<i>Joe B. Parks</i>	<i>Dover, NH</i>
<i>Janet Pelley</i>	<i>Rochester, NH</i>
<i>Thomas Scharff</i>	<i>Dover, NH</i>
<i>Leo Spencer</i>	<i>Dover, NH</i>
<i>Glenn Stewart</i>	<i>Union, NH</i>
<i>Henry Sullivan*</i>	<i>Farmington, NH</i>
<i>Warren L. Swope*</i>	<i>Milton Mills, NH</i>
<i>Ann Torr*</i>	<i>Dover, NH</i>
<i>Ralph W. Torr</i>	<i>Rochester, NH</i>
<i>William Tsiros</i>	<i>Farmington, NH</i>
<i>Francis Vincent</i>	<i>Somersworth, NH</i>
<i>Janet Wall*</i>	<i>Madbury, NH</i>
<i>Katherine Wells Wheeler*</i>	<i>Durham, NH</i>
<i>John Young</i>	<i>Strafford, NH</i>

**Denotes Executive Committee Members*

Strafford County Annual Report 1989

STRAFFORD COUNTY COMMISSIONERS ANNUAL REPORT FOR 1989

The year 1989 presented Strafford County with many challenges and concerns regarding governmental operations. The main areas of concern were continuing to negotiate an equitable lease agreement for renovation and occupancy of the Alms House, dealing with the operational problems of jail overcrowding, and caring for the ever growing population afflicted with Alzheimers Disease and related dementia, while stabilizing the County tax rate. We have met these challenges by using innovative techniques and a lot of hard work.

We are pleased to report that a lease has been finalized between Strafford County and Southeastern New Hampshire Services (SENH). After two (2) years of difficult negotiations, an equitable lease has been ratified and the renovation phase of the project has begun with occupancy expected in March of 1990. SENH will be leasing approximately two-thirds (2/3) of the usable space in the Alms House. The interior renovations of the building will be the responsibility of SENH and the exterior renovations will be performed by the County.

The total Bond obligation to the County for the Alms House work will be retired with rent payments received from SENH. After the third year of occupancy, the County will begin to recover rent payments in excess of the Bond obligations.

Strafford County, like other jurisdictions responsible for the incarceration of inmates, suffered in 1989 from severe overcrowding in the House of Corrections. The average daily inmate population increased from 68 in 1988 to 105 in 1989. This trend is anticipated to continue in 1990. After extensive research and technical

Strafford County Annual Report 1989

assistance from the National Institute of Corrections (NIC), a twofold solution to the overcrowding was formulated. One was to utilize the uncommitted portion of the Alms House, which would add approximately fifty-two (52) to our inmate capacity, and the second part was to establish a Jail Advisory Committee made up of corrections specialists (representing the police, the Courts, and Probation and Parole), County officials, and interested County citizens, to review the suggestions of the NIC in the area of alternatives to incarceration.

Based on our twofold proposal and a supporting vote from the Strafford County Delegation, we began the renovation of the Alms House in November with a March 1990 completion date. A corresponding kitchen expansion took place at Riverside Rest Home, which was needed to produce the increased number of meals necessary for feeding the additional inmates.

To supervise and feed the additional inmate population, eight (8) new guard positions were established for the House of Corrections, and two and one-half (2 1/2) new positions were added to the Dietary Department at Riverside. The guards and dietary staff began work on a date corresponding with the opening of the Alms House.

On May 1, 1989, Riverside Rest Home completed a conversion of a forty-one (41) bed unit to a Special Care Unit to care for Strafford County residents suffering from Alzheimers Disease and Related Disorders. The unit houses 41 residents and is staffed to provide the additional care necessary for these residents' well being. Physical therapy, activities, and other special programs have been specially designed and provided for the residents of that unit. With this increased medical support and increased staffing, we have viewed great progress in the physical capabilities of the residents in this unit within the limits of their disorders.

Strafford County Annual Report 1989

In October of 1989, Strafford County was again recognized during the New Hampshire Association of Counties' Annual Conference. Commissioner Roland Roberge was given the honor of Commissioner of the Year. This recognizes Commissioners Roberge's work on a local and State level for the betterment of County Government.

Marilyn Allen, Director of the Jail Industries Program, was also recognized for Strafford County's Jail Industries Program. We feel it is significant that Ms. Kay Braaten, Second Vice President of the National Association of Counties Organization, spoke at the conference of the national recognition this program has received for Strafford County.

This year Strafford County again participated in New Hampshire's County Government Week. Approximately 180 students representing most of Strafford County high schools spent one day at the County complex. The day's activities were comprised of an hour slide show which included a question and answer period with the Commissioners present, a meeting and short lectures by County Attorney Lincoln Soldati, Register of Deeds Philippe Morrisette, Sheriff Richard Cavanaugh, and Human Service Director Cheryl Moulton and employees, and tours of both Riverside Rest Home and the Strafford County Jail. This program was spread over six days, with approximately 30 students and teachers participating each day. The students were specially selected to act as a seed group who would return to their classes to talk about County Government. We have received some very positive feedback from each of the schools who participated.

We are also pleased to announce that Strafford County is again the recipient of an award from the New Hampshire Municipal Trust recognizing our achievement in showing the

Strafford County Annual Report 1989

lowest claims loss ratio of the ten Counties in Workman's Compensation claims for 1988. We will continue to expand on our in-service training to capitalize on this achievement.

In 1990, we are concentrating on two primary goals for Strafford County.

We will be working hard to cope with the increased demands that the Omnibus Reconciliation Act (OBRA) places on Riverside's operation. This is an all-encompassing Federal law which mandates changes in almost every area of nursing home care. While we appreciate the intent of the law, we are concerned as the reimbursement for the changes are limited.

Our second goal will be to work toward the smooth transition for the opening of the Alms House. The construction was on-time and on-budget. We will continue to monitor the project to see that this continues.

Considering these significant accomplishments in 1989 and ambitious plans for 1990, we are pleased to report the Commissioners' Proposed 1990 Budget will show a tax increase of less than five percent (5%). This budget is frugal, but we believe it will allow for the high level of service Strafford County residents are accustomed to getting from their County government.

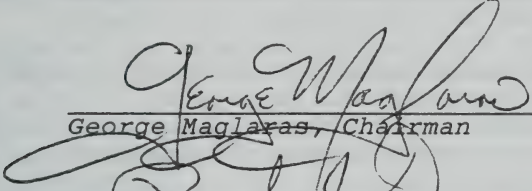
We would like to take this opportunity to thank all of our County employees, department heads, elected/appointed officials, and the dedicated volunteers at the Jail, the Rest Home, and the Human Services Department for their continued service to the residents of the Strafford County. Without their hard work and dedication, none of the County's achievements would have been possible.

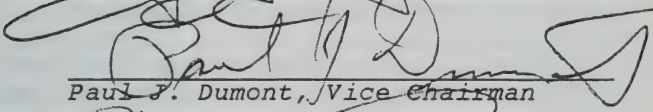
We hope that in 1990, the cooperation established between the Commissioners' Office and the


Strafford County Annual Report 1989

Strafford County Delegation will continue, for it is only with our combined efforts that we can continue working toward attaining goals for the betterment of our County residents through the effective system of County Government.

Respectfully submitted,
BOARD OF COUNTY COMMISSIONERS


George Maglaras, Chairman


Paul J. Dumont, Vice Chairman


Roland R. Roberge, Clerk

STRAFFORD COUNTY COMMISSIONERS ANNUAL REPORT *AUDITORS RECOMMENDATIONS AND FINDINGS FOR PRIOR YEAR (1988)

1. Condition: On Federal grants, the County does not maintain in each grant file, a schedule that ties each grant into the General Ledger and grant reports.

Criteria: The schedule is necessary as some grants are on a fiscal year that include more than one County budget year (which is on a calendar year).

Recommendation: We recommend these schedules be set up and tied in monthly to the General Ledger.

Comment/Correction Action Taken: The County is considering this recommendation.

Strafford County Annual Report 1989

2. Condition: Over billings of \$9,630 on the Federal Career Criminal Prosecution Grants occurred; \$1,227 in 1987 and \$8,293 in 1988.

Criteria: Billing of expenditures for grants should be made on an actual not estimated basis. Any interest earned on overpayment has to be returned to the Federal government.

Recommendation: If monthly reconciliations are maintained as mentioned in the previous recommendation, then billings on an actual not estimated basis may be accomplished.

Comment/Corrective Action Taken: The County is considering implementing the recommendation.

3. Condition: Human Services non-profit organizations requesting County funds should have an audit in accordance with the Single Audit Act if the organization is receiving directly and/or indirectly more than \$100,000 in Federal funds, otherwise their audit report should be in accordance with the current audit and account guide for Non-Profit Organizations prepared by the A.I.C.P.A.

Criteria: Current audit reporting for non-profit organizations includes breakdowns of direct program costs, as well as administrative and fund raising costs. This information would give County management better information for evaluation of grant requests.

Recommendation: The County management should notify all Human Service Agencies of audit criteria in regards to future requests for grants.

Comment/Corrective Action Taken: The County is considering implementing this recommendation.

4. Condition: A significant error was made in preparing the State of New Hampshire Financial

Strafford County Annual Report 1989

Report for Long-Term Care Providers. Dietary costs were reduced for non-nursing home meals and then a non-reimbursable cost allocation made. This error would have resulted in having a \$200,000 shortfall in eligible reimbursement.

Criteria: Follow closely the instructions for the preparation of the above report.

Recommendation: Great care should be taken so as no to double disallow nonreimbursable costs.

Comment/Corrective Action Taken: The error was discovered and corrected by the Independent Auditor before the report was submitted to the State reimbursement agency. The auditor also completed the Statement of Changes in Equity that could not be completed by County.

David L. Connors & Co., P.C.
Certified Public Accountants

* 1988 Strafford County General Purpose Financial Statements as of December 31, 1988, Together with Auditor's Report Including Single Audit Act

Strafford County Annual Report 1989

1989 STATEMENT OF BUDGETED & ACTUAL EXPENDITURES

<u>JUSTICE & ADMINISTRATION</u>	<u>1989 APPROPRI- ATION</u>	<u>1989 EXPENDI- TURES</u>
Administration	\$ 198,461	\$ 162,479
County Attorney	300,537	289,014
Career Prosecutor	58,352	55,435
Drug Prosecutor Grant	25,000	8,000
Register of Deeds	235,987	203,826
Sheriff	393,016	352,578
Dispatch	131,960	124,398
Medical Examiner	10,000	18,721
J&A Maintenance	247,877	228,301
Human Services	3,508,406	3,473,681
5% Grant Program	60,690	58,305
Depart. of Corrections	1,418,793	1,478,896
Jail Indust. Program I	1,900	3,149
Jail Indust. Program II	400	82
Jail Indust. Program III	1,300	111
Jail Indust. Program IV	24,000	27,085
Jail Industries Program	81,272	74,136
Extension Service	127,364	127,364
Soil Conservation Dist.	14,000	12,833
Regional Plan. Com.	22,500	22,500
Interest Temporary Loan	343,031	368,889
Interest Bonded Debt	273,528	273,529
Principal Bond Debt-RRH	693,280	693,280
Health Insurance - J&A	226,334	225,302
General Insurance - J&A	81,077	86,557
Community Action, Inc.	36,000	36,000
Homemakers Strafford Cty	144,589	144,589
PreNatal/Family Planning	34,500	34,500
SENH Service Corporation	13,950	13,950
Meals on Wheels	1	0
Great Bay Training	5,400	5,400
Child Care Association	23,625	23,625
Seacoast Task Force	18,000	18,000
Strafford Hospice Care	5,000	5,000
County Convention	6,000	5,112
Contingency	5,000	0
McKin Site Settlement	45,000	0
Capital Expense - J&A	15,500	16,641

Strafford County Annual Report 1989

1989 STATEMENT OF BUDGETED & ACTUAL EXPENDITURES

<u><i>RIVERSIDE REST HOME</i></u>	<u><i>1989 APPROPRI- ATION</i></u>	<u><i>1989 EXPENDI- TURES</i></u>
Administration	\$ 328,349	\$ 314,248
Dietary	1,012,488	1,151,393
Nursing	3,216,646	3,102,834
Resident Services	37,187	35,631
Facilities & Service	483,493	477,502
Laundry & Sewing	270,831	262,293
Housekeeping	335,507	308,503
Physician & Pharmacy	28,300	27,475
Staff Education	41,817	38,477
Physical Therapy	150,888	143,368
Activity & Volunteer	113,547	89,767
Social Services	126,694	119,308
Health Insurance	491,281	518,758
General Insurances	36,893	19,242
Capital Expenses-RRH	66,054	46,638
Bonded Items	<u>850,000</u>	<u>281,453</u>
 TOTALS	 \$16,421,605	 \$15,608,359

Strafford County Annual Report 1989

1989 STATEMENT OF BUDGETED AND ACTUAL REVENUES

	<u>1989 ESTIMATE</u>	<u>1989 ACTUAL</u>
RRH	\$ 5,785,750	\$ 6,016,240
Surplus	600,000	600,000
Taxes from Cities	8,047,029	8,047,029
Register of Deeds	400,000	422,861
Sheriff-Deputy Fees	120,000	119,856
Leased Office Space	343,216	319,523
Leased Land	6,520	6,519
Accounting Service	22,000	22,000
Bailiff Reimbursement	65,600	48,450
Roadside Clean-Up	1,900	4,006
Governors Comm. Lilacs	400	217
Waste Oil Furnace	1,300	88
Correctional Industries	24,000	29,190
Jail Income	150,000	160,986
Room & Board - Jail	12,000	14,807
Interest Earned	280,000	208,263
Human Resource Grant	60,690	67,934
Career Prosecutor Grant	37,500	12,017
Victim's Assistance Grant	0	30
Victim's Assistance Revenue	4,300	5,906
NH Job Training Counsel	49,000	40,848
Correctional Industries	21,000	27,123
Employee Cont.-Health	10,000	12,229
Insurance Refunds	100,000	5,931
Miscellaneous Income	15,000	27,627
Dispatch Alarm System	0	300
Reimbursement from RRH	14,400	0
Bond Revenues	<u>850,000</u>	<u>850,000</u>
TOTALS	\$17,021,605	\$17,069,980

Strafford County Annual Report 1989

FINANCIAL REPORT OF STRAFFORD COUNTY Fiscal Year Ending December 31, 1989

ASSETS

Cash	\$ 689,004
Temporary Investments	120,734
Accounts Receivable	795,891
Inventories	0
Prepaid Expenses	310
Property, Plant, Equipment	11,737,493
Future Retire-Long Term Debt	2,595,400
Future-Employ Compen. Absence	25,000
Due From Other Governments	<u>194,375</u>

TOTAL ASSETS \$16,158,207

LIABILITIES AND FUND EQUITY

Liabilities:

Accounts Payable	\$ 599,894
Accrued Expenses	278,946
Due to Specific Designees	120,034
Bonds Payable	<u>4,475,000</u>

Fund Equity:

Contributed Capital-Federal	0
Contributed Capital-County	1,024,021
Contributed Capital-Donations	158,004
Contributed Capital-Investment in Fixed Assets	8,059,459
Retained Earnings	35,691
Fund Balance: Designated	768,014
Undesignated	<u>639,144</u>

TOTAL LIABILITIES & FUND EQUITY \$16,158,207

1989 TREASURER'S REPORT

All taxes due Strafford County from Cities and Towns were paid in 1989.

Balance, 01/01/89	\$ 80,505
Receipts through 12/31/89	16,469,981
Expenses Year Ending 12/31/89	<u>15,608,359</u>
Balance, 12/31/89	\$ 942,127

Strafford County Annual Report 1989

STATEMENT OF OUTSTANDING DEBT

<i>Date of Issue and Maturity</i>	<i>1989 Principal Payment</i>	<i>Balance</i>
	<i>PAID</i>	<i>PAID</i>
1968-1989		
1970-1990	\$ 5,000	\$ 5,000
1977-1997	130,000	1,040,000
1973-1993	130,000	520,000
1983-1993	350,000	1,400,000
1989-1998	<u>78,280</u>	<u>660,000</u>
<i>TOTAL OUTSTANDING DEBT: \$693,280</i>		<i>\$3,625,000</i>

1989 COUNTY TAX APPORTIONMENT \$8,047,029.00

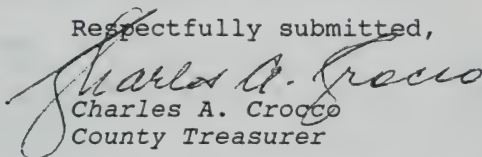
<i>City/Town of Tax</i>	<i>Proportion of Tax</i>	<i>Amount</i>
Barrington	6.4264%	\$ 517,134
Dover	26.4820%	2,131,014
Durham	8.6778%	698,305
Farmington	4.4509%	358,165
Lee	3.9842%	320,610
Madbury	1.6266%	130,893
Middleton	1.4512%	116,778
Milton	3.6190%	291,222
New Durham	3.7740%	303,695
Rochester	23.1622%	1,863,869
Rollinsford	2.6520%	213,407
Somersworth	10.0797%	811,116
Strafford	<u>3.6140%</u>	<u>290,821</u>
<i>TOTALS:</i>	<i>100.000%</i>	<i>\$8,047,029</i>

Due to market instability, 1989 was not a good year regarding yield on investments. However, our County did very well due to relations between Strafford County and our banks. As all investments on Repurchase Agreements instead of Certificates of Deposits,

Strafford County Annual Report 1989

we have all investments insured completely. We completely. We have not seen any interest reduction because of Repurchase Agreements. Our cash flow was 100 percent, thanks to the efforts and cooperation of the Treasurer and Bookkeeping personnel.

Respectfully submitted,


Charles A. Crocco
County Treasurer

RIVERSIDE REST HOME ADMINISTRATOR ANNUAL REPORT FOR 1989

For Riverside Rest Home (RRH), 1989 was a year of great reward and accomplishment. After a couple of years of staff shortage and, therefore, reduced resident occupancy, we were fully staffed with nurses and nurses aides and enjoyed a ninety-eight to ninety-nine percent (98%-99%) occupancy rate.

Statistics for 1989 showed that we have again cut our turnover of employees fifty percent (50%). As you probably remember, in 1988 we cut our turnover rate by fifty percent (50%) from 1987. Accordingly, we would like to thank the Strafford County Commissioners and the Strafford County Delegation for their support which has helped to make this possible.

As part of the Alms House Jail expansion, the kitchen and dining area of RRH was scheduled for renovation. This renovation plan posed several problems for RRH. The process of completely renovating a functioning kitchen without interrupting meal preparation was very difficult. Initial construction plans called for a three (3) week shut down of the kitchen. Preliminary cost estimates showed a cost of \$20,000 per week beyond our costs to have meals prepared by an outside vendor for that three week period.

Strafford County Annual Report 1989

Staff worked closely with the construction crew and we were able to complete the construction on time without closing the kitchen and still complying with all health code requirements. This extra effort by staff yielded great savings for the Strafford County taxpayers.

In response to a growing need in Strafford County, RRH opened a forty-one (41) bed "Special Care Unit" to care for residents who suffer from Alzheimers Disease and Related Dementia. During the second quarter of 1989, this Special Care Unit began to flourish. With increased staffing on the Unit, we have viewed great progress in the physical capabilities of the residents within the limits of their disorders.

We owe a special appreciation to the dedicated staff on this unit who have risen to the challenge and taken excellent care of these residents who are frequently difficult to care for.

During October of 1989, we received the RRH Cost Report and Medicaid reimbursement schedule. We are pleased to report that our Medicaid reimbursement rate increased \$8.98, which is a 12.3 percent increase. The State average increase is approximately nine percent (9%). This will mean approximately \$700,000 in increased revenues for the County in 1990. Strafford County also received a \$53,976 bonus in reimbursement for efficiency in administration. This "efficiency incentive" documents our efforts to spend the bulk of the funds at Riverside on resident care as opposed to administration.

In November of 1989, the annual Medicaid survey took place at RRH. We are pleased to report that we received no deficiencies and were only one of three homes in the Seacoast area to be so recognized. I would like to thank the RRH staff for their efforts which brought this about.

Strafford County Annual Report 1989

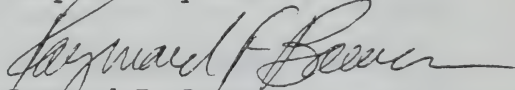
The 1990 Proposed Budget shows, for the second year in a row, that RRH is continuing to be less dependent on direct County subsidies for operation. In 1988, the County provided \$1,069,321; in 1989, the sum was lowered to \$954,225, and is projected to be \$886,207 in 1990. We will continue to work hard so that trend continues.

In 1990, we will be working hard to cope with the increased demands that the Omnibus Reconciliation Act (OBRA) places on Riverside's operation. This is an all-encompassing Federal law which mandates changes in almost every area of nursing home care. While we appreciate the intent of the law, we are concerned as the reimbursement for the changes are limited.

In closing, I would like to recognize the excellent senior staff of Riverside Rest Home, particularly Melody Jones, Director of Administrative Services, and Daralyn Stewart, R.N., Director of Nursing and Related Services, who have been very supportive during my tenure at Riverside.

Further, I would like to thank the Strafford County Commissioners for providing guidance and showing enough faith to appoint me as Administrator of Riverside. With everyone's continued efforts, coupled with the support of the Strafford County Delegation, Riverside will continue to provide excellent care to the elderly of Strafford County.

Respectfully submitted,



Raymond F. Bower
Administrator
Riverside Rest Home

Strafford County Annual Report 1989

STRAFFORD COUNTY DEPARTMENT OF CORRECTIONS REPORT FOR THE YEAR 1989

It is with great pleasure that the Strafford County Department of Corrections presents this Annual Report for the year 1989.

In 1989 we had the opportunity to see the start of construction for the new addition attached to the Alms House (tentative completion date of March 1990). This will allow us to house fifty-two (52) minimum security inmates and cut down on the over-crowding conditions.

Drug and Alcohol Program

Under the direction of Gay Radloff, South-eastern New Hampshire Services, an average of fifty (50) to sixty (60) a week have been seen. These inmates have an on-going education group as well as one-on-one counseling.

Work Release Program and Outside Agencies

The Work Release Program and inmates from outside agencies generated monies as follows:

Work Release	\$ 58,303.07
Outside Agencies	111,369.00
Total:	\$169,672.07

A total of \$2,915.51 went to Work Industries and \$2,915.51 went into the Victims Assistance Program.

High School Equivalency Program (GED)

The GED Program is under the direction of Mrs. Minnett Induisi, Work Adult Learning Center. Mrs. Patricia Stuart is the Program Coordinator/Work Release Director and official proctor for GED testing for Strafford County.

Strafford County Annual Report 1989

A total of forty-four (44) inmates participated in the GED testing program. Of this number, thirty-two (32) received their GED Certificates from the State of New Hampshire. The State of New Hampshire now requires an essay to be administered as part of the five (5) part test.

One hundred and twenty-four (124) inmates have participated in the GED/Computer classes. Twenty-six (26) inmates have received vocational counseling through a united grant under the direction of Mr. Rick Kansky.

University of New Hampshire Internship/Counseling Program

Once again this year we were fortunate to participate in the Internship Program through the University of New Hampshire. Four (4) interns have seen a total of twelve (12) clients for individual long-term counseling sessions.

County Volunteers

A total of fourteen (14) volunteers within the realm of education/spiritual counseling have volunteered at least once a week for one (1) hour for the 1989 session.

Industry Program Developer - Mrs. Marilyn Allen

In 1989 the following companies were serviced:

GFS Manufacturing
State of New Hampshire - Roadside Cleanup
Governor's Lilac Commission
Waste Management - short period
Curtiss 1000
Fornax

The program received a total of \$126,459.00 in income from these companies. Room & Board

Strafford County Annual Report 1989

received 55%, or \$44,967.11; Victims' Assistance received 5%, or \$3,947.30. Inmate compensation after deductions was \$31,869.06.

The average hours worked per day was 5.5.

The total number of inmates working were 122; 114 of these were male, and 8 were female.

The average number of workers per quarter was 12 to 13, with an average of 19 for the summer period.

The third year contract with New Hampshire Job Training Council totaled between \$44,000 to \$46,000, depending on pending placements. There were 25 inmates put through the New Hampshire Job Training Program. At the present time, 3 OJT's are completing or in-process; one (1) tuition assistance; 5 classroom training; and 3 unsubsidized placements have been completed. This program had been given additional funds in 1989 for a full time job coach/developer. The new contract with New Hampshire Job Training Council will be expanded further and will be called "Fresh Start." It is the intention to expand our classes and counseling to address our inmates' needs in a holistic manner. Additional money has been given for this venture and will be viewed as a Model Program.

Breakdown of Income Received from Other Facilities

Carroll County	\$ 2,880.00
Rockingham County	51,525.00
N.H. State Prison	270.00
U.S. Marshal	18,306.00
U.S. Immigration	<u>38,388.00</u>
Total:	\$111,369.00

Strafford County Annual Report 1989

MONTHLY DAILY AVERAGE POPULATION FOR 1989

January	81.45	July	92.87
February	89.64	August	102.16
March	89.29	September	106.20
April	82.60	October	103.50
May	82.29	November	96.40
June	79.73	December	95.35
Yearly Daily Average:			91.80
Admissions (plus 171 protective custody)			971
Average Age			28
Recidivism Rate			43.24%
Peak Month		September	
Low Month		June	

Females

During 1989, 108 female offenders were housed in this facility for the following counties and agencies:

Carroll	10	Federal	3
Hillsborough	1	State	2
Rockingham	32	Strafford	60

Males

During 1989, male offenders were housed in this facility for the following counties and agencies:

Belknap	1	Federal	38
Cheshire	1	State	11
Hillsborough	2		
Merrimack	3		
Rockingham	4	Total:	60

DWI Offenders

DWI 1	34
DWI 2	134
Agg. DWI	<u>9</u>

Total: 177

OAS/OAR

Sentenced	64
Pre-Trial	<u>41</u>

Total: 105

Strafford County Annual Report 1989

OFFENSES FOR 1989

Conduct after Accident	7
Felon in Possession	5
False Public Alarm	1
Sexual Assault	7
Aggravated Felonious Sexual Assault	14
False Report	10
Operating without a License	10
Fugitive from Justice	29
Assault on Police Officer	6
Possession Personal Property w/o Serial No.	1
Assault	61
Violation of Parole	2
First Degree Assault	18
Violation Probation	30
Second Degree Assault	17
Failure to Appear	2
Sale of Controlled Drug	8
Resisting Arrest	36
Sale of Narcotic	25
Disorderly Conduct	17
Possession of Narcotic	18
Conspiracy	3
Possession of Controlled Drug	42
Distributing Controlled Drug	3
Possession of Controlled Drug 2nd Offense	1
Speeding	9
Illegal Possession of Alcohol	12
Escape	3
Accomplice to Burglary	3
Criminal Restraint	2
Burglary	50
Criminal Threatening	15
Bench Warrant (no charge)	30
Contempt	12
Grand Theft	1
Transport of Controlled Drug	3
Theft	28
Possession of Narcotic with Intent to Sell	15
Armed Robbery	7
Felonious Sexual Assault	12
Robbery	7
Criminal Trespass	23

Strafford County Annual Report 1989

OFFENSES FOR 1989

Receiving Stolen Property	17
Criminal Mischief	21
Forgery	13
Failure to Pay Fine	64
Habitual Offender	16
Accomplice to Criminal Mischief	1
Possession of Mislaid Property	1
Accomplice to Robbery	1
Possession of Drug Paraphernalia	5
Hindering Prosecution	2
Open Container	4
Misuse of Plates	2
Illegal Transport of Alcohol	3
Unregistered Motor Vehicle	1
Reckless Conduct	10
Theft of Services	2
Domestic	3
Failure to Answer Summons	1
Interfering with Police Officer	1
Failure to Pay Restitution	1
Disobeying a Police Officer	28
Theft by Deception	3
Drugs by Deception	1
Issuing Bad Checks	5
Passing Bad Checks	2
Bail Jump	2
Prohibited Sale	1
False Imprisonment	1
Conspiracy to Sell Drugs	2
Attempted 1st Degree Murder	3
Non-Support	8
Conspiracy to Commit 1st Degree Murder	2
Accomplice to Burglary	1
1st Degree Murder	3
Tampering with Informant	1
2nd Degree Murder	1
Kidnap	1
Violation of Order	6
Possession of Unlicensed Weapon	1
Attempted Kidnap	1
Attempted Murder	2
Acts Prohibited	1

Strafford County Annual Report 1989

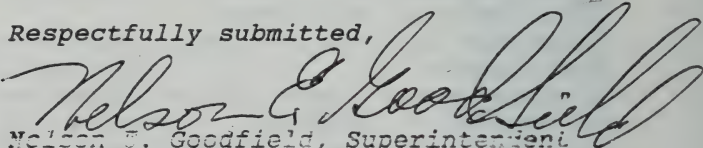
OFFENSES FOR 1989

<i>Utter False Prescription</i>	<i>3</i>
<i>Impersonation</i>	<i>1</i>
<i>Harassment</i>	<i>1</i>
<i>Indecent Assault & Battery on Child</i>	<i>1</i>
<i>Hindering Apprehension</i>	<i>6</i>
<i>Violation of Bail</i>	<i>3</i>
<i>Arson</i>	<i>5</i>
<i>Manslaughter</i>	<i>2</i>
<i>Indecent Exposure</i>	<i>7</i>
<i>Manufacture Controlled Drug</i>	<i>1</i>
<i>Conspiracy to Commit Arson</i>	<i>1</i>
<i>Shoplifting</i>	<i>3</i>
<i>Revoke Bail</i>	<i>2</i>
<i>Resisting Detention</i>	<i>4</i>

With the help and dedication of my staff and the volunteers who donated their time and expertise to the inmates, it is my feeling that significant progress has been made in the past year.

In conclusion, I would like to take this opportunity to thank the Strafford County Commissioners, Mr. Ray Bower, Executive Assistant, my Staff, and the many volunteers from the community in assisting me as Superintendent of the Strafford County Department of Corrections.

Respectfully submitted,


Nelson E. Goodfield, Superintendent
Strafford County House of Corrections

STRAFFORD COUNTY ATTORNEY'S ANNUAL REPORT FOR THE YEAR 1989

The Office of the Strafford County Attorney performs a dual function. First (in terms of workload), the County Attorney serves as the attorney General's representative in the Strafford County Superior Court. As such, the

Strafford County Annual Report 1989

County Attorney represents the interests of the State of New Hampshire in all criminal cases in the Strafford County Superior Court, with the exception of capital murder and first and second degree murders. This function involves reviewing/directing criminal investigations by local and State Police, preparing and presenting evidence for felony indictments before the grand Jury, reviewing misdemeanor and violation appeals to the Superior Court, researching and responding to motions filed with the Court, attending depositions of witnesses, preparing witnesses for deposition and trial, attending Court hearings: pretrial, call of the list, trial, sentencing, sentence review, and other post conviction hearings.

The second function of the County Attorney is to serve as legal counsel for Strafford County. A variety of duties are performed by the County Attorney in fulfilling this function, including: representing the County's interest in civil litigation, in which the County or one of its agents is a party in State and Federal Courts, representing residents of Strafford County in URESA proceedings, advising other county officials on acting as a legal resource for County Delegation members, and advising them of legal implications on proposed legislation.

Aside from these two main functions of the County Attorney, other duties are prescribed by statute: responding to untimely, suspicious, or unattended deaths, and ordering autopsies when appropriate, and initiating extradition proceedings. The County Attorney must also serve as voluntary administrator for the estates of deceased patients at Riverside Rest Home. In addition, as a public official, the County Attorney has a duty to the people of Strafford County and to the judicial system to promote justice and assist in expanding public awareness and understanding of our system of justice. The County Attorney meets this responsibility serv-

Strafford County Annual Report 1989

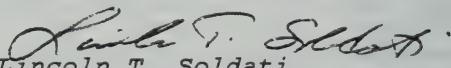
ing as a public resource and speaking before a variety of civic and public agencies concerned with understanding and improving the quality of justice in Strafford County. The County Attorney is also actively involved in promoting legislation effecting the criminal justice system.

The County Attorney's Office also operates a Victim Assistance Program, which through the efforts of the Victim Assistance Coordinator, assists victims of child abuse and sexual assaults in dealing with the criminal justice system. The program is designed to reduce the trauma to victims and assist them in every phase during criminal prosecution. In 1989, the Strafford County Attorney's Office expanded the Victim Assistance Program to include a director and coordinator. As a result, we are able to provide more services to a greater number of victims.

The County Attorney's Office continues to remain active in advising local and County officials in many areas of law. The County Attorney and Assistant County Attorneys address many community and law enforcement groups on a variety of subjects, including: Child Abuse, Sexual Assault, DWI, Criminal Justice System, and many other topics of concern to the Community.

The table on the following page provides a summary of the case activity in 1989.

Respectfully submitted,


Lincoln T. Soldati
Strafford County Attorney

Strafford County Annual Report 1989

1989 CASE ACTIVITY

Fel. Misd. Vio. Info. Totals

Cases Received	522	268	83	15	888
Not Presented	85				
No True Bill	28				

Cases Entered	409	268	83	15	775
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Convicted

Jury	22	11			33
Court	2	15	22		39
Neg. Plea	292	35	2	17	346
Naked Plea	59	8	3	4	74
Remand		161	35		196

Total Convicted	375	230	62	21	688
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Not Convicted

Jury	5	7			12
Court	2	5	9		16
Dismissed	12	4	3		19
Nol. Pros.	52	12	4	1	69

Total

Not Convicted	71	28	16	1	116
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Total

Dispositions	443	258	79	22	804
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Jury Verdicts = 45

Court Verdicts = 55

Nol Pros. (felonies): 19 resulted in no new charges

**Fel.: Felonies*

**Misd.: Misdemeanors*

**Vio.: Violations*

**Info.: Informations*

Strafford County Annual Report 1989

STRAFFORD COUNTY SHERIFF'S DEPARTMENT ANNUAL REPORT FOR 1989

RSA 104:5 Duties: He by himself or his Deputies, shall serve and execute all writs and other precepts to him directed, issuing from lawful authority; and shall perform the duties of crier of the Court.

The Strafford County Sheriff's Department, by law has a primary function of serving civil process and transporting prisoners from Strafford County Superior Court, Strafford County House of Correction, and from our five district Courts.

During 1989, about 3,900 hours were spent on transporting prisoners to and from our Courts, the County Jail, Youth Development Center, New Hampshire State Prison, and the New Hampshire State Hospital. A total of 2,520 transports were made. Deputies arrested 196 subjects on capias issued by the Courts.

In the area of Civil process in 1989, over 7,800 pieces of civil process were served by this Department. This is an increase over last year. The Sheriff's Department civil process revenue, which was returned to the County, totaled \$120,000. Revenue received from the State for bailiff expense was over \$52,000, for a total return to the County of \$172,000. With the Department's operating budget of \$393,016.00, in reality, the cost to the taxpayer was only \$221,000. This amounts to 1 1/2 percent of the total County budget. It is evident by these figures that Strafford County residents are receiving a quality service at a minimal expense.

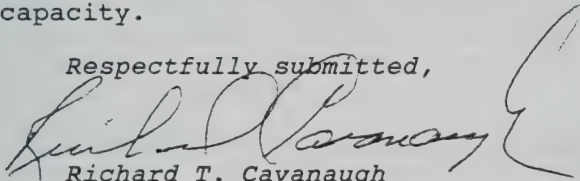
It has been my goal to provide the residents of Strafford County with the most professional and efficient department possible. This has been made possible because of my staff of

Strafford County Annual Report 1989

professional employees, who take pride in their performance. To them, I would like to say, thank you, for without their support and cooperation in this goal, the Department's success would not be possible.

It has been a pleasure to serve you as Sheriff. I look forward to the continued opportunity to serve all the residents of the County in this capacity.

Respectfully submitted,



Richard T. Cavanaugh
Sheriff

STRAFFORD COUNTY REGISTRAR OF DEEDS ANNUAL REPORT FOR THE YEAR 1989

The Register of Deeds of continued to fulfill the requirements of the laws which apply to the functions of recording, retrieving, and securing (security) information. This year the office continued to modernize the filing procedures, changing from a 35 millimeter (mm) system to a 16 mm system. Another area that received attention is the conservation of space because of the increased activity in plan and mylar filings. Archiving some of the older books and making increased use of the viewers for plans and mylars, has helped to relieve this problem for three or four years. We are continually trying to modernize the office and make more information available to the public, as well as receiving more income for the County.

The charts on the following page reflect the increase in document recording and transactions over the past few years.

Strafford County Annual Report 1989

Document Recording and Transactions

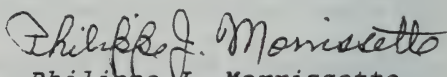
<u>Year</u>	<u>Documents</u>	<u>Year</u>	<u>Documents</u>
1982	8,002	1986	28,889
1983	12,752	1987	27,410
1984	14,966	1988	22,968
1985	19,360	1989	20,819

Revenues

<u>Year</u>	<u>To State</u>	<u>To County</u>	<u>Total</u>
1980	\$ 187,820	\$ 101,626	\$ 289,446
1981	\$ 258,576	\$ 103,116	\$ 361,692
1982	\$ 298,188	\$ 108,757	\$ 406,945
1983	\$ 959,408	\$ 193,209	\$1,152,616
1984	\$1,466,452	\$ 264,344	\$1,730,796
1985	\$1,962,978	\$ 355,972	\$2,318,950
1986	\$2,967,214	\$ 529,433	\$3,496,649
1987	\$2,634,594	\$ 516,775	\$3,151,369
1988	\$2,351,263	\$ 448,188	\$2,799,451
1989	\$2,007,567	\$ 432,705	\$2,440,273

Hopefully, if all goes well, the computerization of the 1960-1969 indexes will be one-half completed in 1990. This is a very arduous task because of the perfection required in the indexing of information into the computer.

Respectfully submitted,


Philippe J. Morrisette
Register of Deeds

Strafford County Annual Report 1989

STRAFFORD COUNTY HUMAN SERVICES ANNUAL REPORT FOR 1989

The primary function of the Strafford County Human Services Department is to oversee the processing of bills received from the State of New Hampshire for services provided to the elderly, disabled, and youth of Strafford County mandated under House Bill 606 (Senate Bill 1). These programs include: Intermediate Nursing Care, Old Age Assistance, Aid to Permanently and Totally Disabled, and Board and Care of Children.

The other function of this Department is to pursue parents of children receiving court-ordered services, such as group homes, foster care, legal fees, medical and home based services paid by the State of New Hampshire/ Strafford County. In 1989, approximately \$38,186.00 was recovered from parents per RSA 169-B, C, and D. The County receives twenty-five percent (25%), and an additional fifteen percent (15%) for administration costs for all reimbursements received. Therefore, of the \$38,186.00 recovered on behalf of the State of New Hampshire, \$15,274.00 was credited to Strafford County towards the Board and Care of Children.

In 1989, Strafford County received \$102,819.00 in Five Percent (5%) Incentive Funds. The money was awarded with the key goal of preventing costly out-of-home placements and to keep the family unit intact with the assistance and support of the following programs:

***Strafford County Family Intervention and
Mediation Program***

Strafford County UNH Cooperative Extension

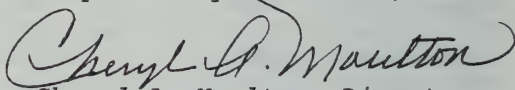
Rochester Day Care

Strafford County Annual Report 1989

The Department continues to provide Information and Referral services to Strafford County residents in assisting and directing them to available resources and programs throughout the area.

In 1990, my department will continue to seek innovative ways to deal with the inevitable changes in regulations associated with all of the programs we deal with. With the continued cooperation of the Division of Children & Youth Services, the Department of Health & Human Services, the Courts, my staff, and the support of the Commissioners and Delegation, I feel we can meet the upcoming challenges.

Respectfully submitted,


Cheryl A. Moulton, Director

STRAFFORD COUNTY UNH COOPERATIVE EXTENSION ANNUAL REPORT FOR 1989 OCTOBER 1, 1988-SEPTEMBER 30, 1989

For nearly seventy-five years, Federal, State, and County governments have worked together through the Cooperative Extension of New Hampshire. It offers research-based education to people of all ages throughout the State, in cooperation with County, State, Federal and private partners. Extension helps foster the full development of youth, adults, families and communities; improves our economy; and provides effective natural resource management. The following are short narratives regarding examples of efforts in the areas of Agriculture, Home Economics, Forestry, 4-H Youth Development, and Nutrition.

AGRICULTURE

Many of our youth today believe food is manufactured in supermarkets or behind the counters at fast food stores. An understanding of the food growing process is lacking in much of our urban society.

In an effort to teach our youngsters more about farming and food production, a national program called Ag in the Classroom (AITC) was initiated. In Strafford County a group of teachers and Extension Educators formed a committee and developed a set of reference manuals in the areas of soil, plant, animal, and nutritional sciences. A fifth manual of other resource materials was also developed. Strafford County led the way in its AITC programs.

Now a coalition of agricultural related organizations has been formed into what is known as the New Hampshire Ag in the Classroom Council. A part-time coordinator is to be hired so the program will be offered to all counties. Soon, students all over the State will discover that a Big Mac originates from a farm, not from a machine.

4-H

4-H has a variety of educational programs available to local schools. These school enrichment programs include:

- *The Kids on the Block: Handicapped Awareness*
- *Embryology: From Egg to Chick*
- *International 4-H Youth Exchange (IFYE) - Slide/Talk Presentation*
- *Blue Sky Below My Feet: Adventures in Space Technology*
- *Bicycle Safety*

Strafford County Annual Report 1989

In 1989, 5,377 youth participated in these school enrichment programs. This represents an audience increase of 60% from the previous year. A new school enrichment program entitled New Hampshire's Water will be added to the available school enrichment programs this fall in an effort to expand both our audience reached and topics/issues addressed.

Forestry

The University of New Hampshire's Cooperative Extension's motto is "Helping you put knowledge to Work," and that follows through the efforts of the forestry discipline, too. As an Extension educator, my role is simply stated, to "motivate and then educate" people on matters of trees and forests. Some of these educational efforts are through other agencies such as the Soil Conservation Service (SCS) and the Agricultural Stabilization and Conservation Service (ASCS).

Because of past experiences, we know that if forest owners get financial assistance to install an access road, they will be inspired to do a lot of forestry improvement, both commercial and pre-commercial.

Three years ago I headed up a team to develop a federal incentive road practice for forest landowners here in Strafford County and the State of New Hampshire. Last year was the first year that the practice was implemented. The results were that the SCS and I laid out ten (10) miles of forest access road that ASCS will cost-share on in Strafford County. These roads will generate 805 days of wood cutter, professional forester and bulldozer operator time to cut the roadways, harvest the cordwood and sawtimber, and construct the roads. The income developed from these activities that will go into the economy of Strafford County will be \$170,000.

Expanded Food and Nutrition Education Program (EFNEP)

The Expanded Food and Nutrition Education Program (EFNEP) teaches basic nutrition and food skills to limited income families with children, pregnant women, and youth. EFNEP works with individuals in their homes or in group settings. One successful group series was conducted at the Dover Group Home. Basic food needs, skillful shopping, menu planning, and basic cooking skills were several of the lessons conducted with the residents. EFNEP also worked with individual families in Dover and Rochester to teach them how to feed their families more nutritiously, plan menus and improve food shopping skills. Of the eighteen families enrolled in either group or individual lessons, eleven families successfully graduated.

Home Economics

A survey conducted by UNH Cooperative Extension in the late 1980's identified a need for education and support in the Child Care services. This survey was further strengthened by Legislative action enabling UNH Cooperative Extension to jointly publish with the New Hampshire Division of Public Health Services and the Bureau of Child Care Standards and Licensing, a newsletter entitled Child Care New Hampshire three times a year. One hundred, thirty-four (134) child care providers in Strafford County participated in a series of workshops developed specifically for the child care provider. The workshops were: "Stress and the Child Care Provider" and "Effective Discipline: Encouraging Children's Social Development." As a continuing reinforcement of support, these child care providers now receive a bi-monthly newsletter entitled The Pre-Schooler and future workshops are planned.

*Respectfully submitted,
Calvin Schroeder, County Coordinator*

Strafford County Annual Report 1989

STRAFFORD COUNTY DELEGATION MINUTES OF MEETING OF JANUARY 25, 1989

The Public Hearing on the Strafford County Commissioners' Proposed 1989 Budget was called to order at 7:00 p.m. in the Superior Courtroom II on the second floor of the Justice and Administration Building by Chairman Roland Frechette. The meeting opened with a moment of meditation and the pledge to the flag.

The Clerk called the roll which showed the following members present:

PRESENT: Appleby, Bickford, Brown, Burton (arrived late), Callaghan, A. Flynn, E. Flynn, Foss, Frechette, Gilmore, Kincaid, Kinney, Lachance, Marston, Martling, Merrill, O'Brien, Parks, Pelley, Scharff, Spencer (arrived late), Stewart, Sullivan, Swope, A. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (30 of 37).

ABSENT: Bernard, Dionne, Keans, McCann, Meserve, Musler, and R. Torr (7 of 37).

Chairman Frechette instructed the Clerk to read the Public Notice for the meeting, which he did. Commissioner Maglaras informed the public in attendance that copies of the budget were available on the table in the hall. He also explained the new format of the budget and the differences between last year's budget and this year's.

Chairman Frechette explained the rules of the Public Hearing and called on the first Public Member.

Mr. Richard Hayes, Executive Director of the Strafford County Community Action Program, spoke for the need for continued support for these

Strafford County Annual Report 1989

programs. He described the Meals on Wheels services for the elderly who can no longer cook, dental services which provide dentures at cost and the personal emergency response system. He stressed that the government should not leave anyone behind who needed services.

Mr. Lincoln Soldati, spoke as an individual and not for the County Attorney's Office, in regards to the new format of the budget. He remarked that much of the line by line information and eleven months expense information which had been provided in the past was left out and a lot of information was provided in the new "comment" section.

Mr. Dan Hussey spoke on behalf of the Strafford County Homemakers. He remarked that choices for funding programs could be simplified by some comparisons. Riverside costs approximately \$31 per day, whereas Strafford County Homemakers provide home health care services for approximately \$1.00 per day County cost. As the percentage of elderly in our population continues to increase, so does the demand for services and nursing home care is becoming prohibitively expensive. In conclusion, the Strafford County Homemakers is an efficient business that needs continued support. It is better to keep the elderly out of an institutional setting as long as possible. Spending money on the Strafford County Homemakers will curb the County's need to spend increasing sums of money on institutional settings.

Commissioner Dumont was very bothered by the suggestion that the Homemakers were providing for \$1.00 per day the same kind of health care as Riverside Rest Home. There was a brief exchange between Commissioner Dumont and Mr. Hussey.

Ms. Laura Gunn spoke on behalf of the Strafford County Extension Council. She des-

Strafford County Annual Report 1989

cribed the many services provided through the Extension Service's programs to homeowners, housewives, low income farms, single parent families and a whole array of other groups. The programs are very beneficial and need the County's continued support.

Mr. Dave Eastman spoke about the Strafford County Homemakers/Homehealth Aides and the amount of indigent it serves. He believes the Day Out and other services being provided to the people of Strafford County are helping to keep people out of institutions. He urged the approval of the total request of \$205,461.

Chairman Frechette closed the Public Hearing on the Commissioners Proposed 1989 Budget at 7:33 p.m.

At 7:36 p.m., Chairman Frechette opened the Public Hearing on the Bond Proceed Money for the Alms House Renovation.

Chairman Frechette instructed the Clerk to read the Public Notice, which he did. Commissioner Maglaras explained that this money has already been approved by the Executive Committee of the previous Delegation and the Commissioners simply needed approval by the Delegation.

There were no members of the public wishing to speak. Chairman Frechette closed the Public Hearing at 7:40 p.m. and called for a ten minute recess.

Chairman Frechette called the Delegation Meeting to order at 7:53 p.m. and entertained a motion for approval of the corrected minutes of the December 14, 1988 Delegation Meeting. Representative E. Flynn so moved, and Representative Callaghan seconded the motion that the Delegation dispense with the reading of the minutes and approve them as corrected. There was no

Strafford County Annual Report 1989

opposition, and on a voice vote the motion was approved unanimously.

Commissioner Maglaras asked for ratification of the Commissioners' actions in regards to the Bond Proceed money, at which time Representative E. Flynn moved that any remaining proceeds of the County's \$738,280 Capital Improvement Bond dated July 8, 1988 which are not needed to complete the projects for which the Bond was originally issued (currently estimated to be \$92,386), shall be expended for replacing a leaking fuel tank at Riverside Rest Home and for making additional renovations to the Alms House and the expected useful life of these new projects is in excess of ten years. Representative A. Torr seconded the motion.

A roll call vote produced the following results:

YEAS: Appleby, Bickford, Brown, Callaghan, A. Flynn, E. Flynn, Foss, Frechette, Gilmore, Kincaid, Kinney, Lachance, Marston, Martling, Merrill, O'Brien, Parks, Pelley, Stewart, Sullivan, Swope, A. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (27).

NAYS: None.

The motion was accepted unanimously.

Representative E. Flynn moved the following Resolution:

"Whereas the Strafford County Delegation recognizes the importance of maintaining the highest quality employees to carry out the goals of Strafford County, and

Whereas, the nationwide shortage of nursing and medical personnel has made it difficult for the County to attract and

Strafford County Annual Report 1989

keep qualified nursing and medical personnel at the Riverside Rest Home due to highly competitive wage and benefit packages offered by similar facilities in the public and private sectors;

Now, therefore, be it resolved that the Strafford County Delegation hereby endorses the contract recently negotiated by the Board of Commissioners which increases the financial rewards offered to our employees and similar increases awarded to non-union employees in a manner consistent with our responsibility to the taxpayers of Strafford County."

Representative Brown seconded the Resolution and discussion followed. Representative A. Torr fully supported the Resolution as Chairman of the Riverside Rest Home Subcommittee and urged the entire Delegation to do the same.

Discussion then centered on the classification and step system for union and non-union workers which the Delegation approved in 1986. The Resolution passed unanimously on a voice vote.

Commissioner Maglaras thanked the Delegation for approving the wage package and assured the members that the information Mr. Soldati referenced will be provided to the members during the Subcommittee work sessions.

He then continued by saying that the Commissioners held the line on many spending items and there is some concern as to whether the County should continue to provide all these services or whether the cities and towns should begin picking up the tab. The budget represents a twenty-seven percent (27%) increase in taxes over last year.

Strafford County Annual Report 1989

Commissioner Dumont was very upset with the Homemakers' presentation and commented that individual communities should start paying for their citizens that are being served by these providers.

Representative E. Flynn requested the actual expense figures for 1988, which the Commissioners' Office agreed to provide by the time the Subcommittees begin meeting.

Representative Appleby requested that Extension Service not be cut and the funding levels set at last year's figures.

Representative Marston questioned the \$7,000 requested for transportation for the Meals on Wheels program.

Representative Vincent asked if we were going to get these budgets again after the Subcommittee worked on them.

Representative Parks spoke about long-term nursing care.

Representative O'Brien questioned the Homemakers' level funding and asked if the health aides would also be receiving the same wage as last year.

Vice Chairman Kent Martling alerted the Delegation of a bill in the Legislature involving changing the Medicaid funding formula for the State and County. Medicaid is paid fifty percent (50%) by the Federal government and fifty percent (50%) by non-Federal governments. Originally, twenty-five percent (25%) was paid by the State of New Hampshire and twenty-five percent (25%) by the County to pay the non-Federal share. Currently, the County pays thirty-one percent (31%) and the State pays nineteen percent (19%). The New Hampshire Association of Counties is seeking to go back to the

Strafford County Annual Report 1989

25/25 split. All but fourteen (14) states currently pick up the entire payment.

Chairman Frechette informed the Subcommittees that they should now begin their work on their respective budgets and have reports completed for the Executive Committee on Friday, February 24, 1989.

Representative Flynn moved, and Representative Callaghan seconded, that the meeting be adjourned. The motion was carried unanimously on a voice vote.

With no further business, the meeting adjourned at 8:20 p.m.

*Respectfully submitted,
Douglas A. Lachance, Clerk
Strafford County Delegation*

STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF FEBRUARY 24, 1989

The meeting of the Strafford County Delegation's Executive Committee was called to order at 9:00 a.m. by Chairman Roland A. Frechette in the Commissioners Conference Room of the Justice & Administration Building. The meeting opened with a moment of meditation and the pledge to the flag.

The Chairman appointed Representative Martling to be Acting Clerk, who then read the Notice of the Public Meeting, followed by a roll call, which showed the following members present:

PRESENT: Appleby, Bickford, A. Flynn, E. Flynn, Frechette, Keans, Kincaid, Kinney, Martling, Sullivan, Swope, A. Torr, Wall, Wheeler, and Callaghan.

Strafford County Annual Report 1989

Representative Pelley, Chairman of the Human Service Subcommittee was excused and the report for this Subcommittee was presented by Representative E. Flynn.

The Subcommittee only made one change in Account No. 4190 from the Commissioners Recommendation and that was line item no. 68, Telephone, which reduced the recommended figure by \$700, making the total \$3,508,406.

The Subcommittee made no change in Account No. 4191, 5% Grant Program. The total remains at \$60,690.

Representative Callaghan, Chairman of the Criminal Justice Subcommittee, presented the following report:

Account No. 4110 County Attorney

Line item .05, Victim Assistance Coordinator. The Subcommittee increased the amount by \$400, making the total for this line \$25,600.

Line Item .06, Assistant Victim Assistance Coordinator. Representative Kincaid moved, seconded by Representative Swope, that a part-time Assistant Victim Assistance Coordinator be approved. This motion passed by a show of hands. Yeas: 7; Nays: 5.

The Subcommittee recommended an amount of \$7,500 for the new position plus increasing line item .10 Social Security by \$688; line item .14 Workman's Compensation by \$750; and line item .16 Unemployment by \$62.

The Subcommittee reduced the following line items: .17 Education/Conference/Training by \$2,000; .36 Office Supplies by \$1,000; and line item .39 Other Expenses by \$800.

Strafford County Annual Report 1989

With all of the above changes, there was a net increase in the County Attorney's Account No. 4110 of \$5,600, making the total \$300,537.

Account No. 4117 Career Prosecutor Grant

The Subcommittee made no changes to this account. The total remains at \$58,352.

Account No. 4118 Drug Task Force Grant

Representative Keans moved, seconded by Representative Bickford, that the \$25,000 in the Drug Task Force Grant account be moved to the Surplus Account. The motion was defeated by a show of hands. Yeas: 2; Nays: 9. The \$25,000 will remain in Account No. 4118.

Account No. 4119 Victim Assistance Program

This Account has been deleted. Grant funding no longer available. This function has been absorbed in the County Attorney's Budget for 1989.

Account No. 4140 Sheriff

The Subcommittee made no changes to this account. The total remains at \$393,016.

Account No. 4141 Dispatch

The Subcommittee made no changes to this account. The total is \$131,960. Representative Kincaid moved, seconded by Representative Kinney that a new position be approved which is included in this total. The motion passed by voice vote.

Account No. 4150 Medical Examiner

The Subcommittee made no changes to this account. The total remains at \$10,000.

Strafford County Annual Report 1989

Account No. 6100 Department of Corrections

The Subcommittee made one change to line item .97 New Equipment. This request was made based on the Commissioners' Recommendation and accepted by the Subcommittee. Because of the jail's overcrowding problem, there is a need to purchase twenty-nine (29) additional bunk beds at a cost of \$193.95 each, for a total of \$5,624.

Representative Kincaid moved, seconded by Representative Swope, that this amount be added to line item .97, changing the total line item to \$7,304, and the total for the Department of Corrections \$1,418,793. The motion passed by voice vote.

Account No. 6130 Jail Industries Program I (Roadside Cleanup Contract)

The Subcommittee made no changes to this account. The total remains at \$1,900.

Account No. 6131 Jail Industries Program II (Governor's Commission on Lilac Contact)

The Subcommittee made no changes to this account. The total remains at \$400.

Account No. 6132 Jail Industries Program III (Waste Management Contract)

The Subcommittee made no changes to this account. The total remains at \$1,300.

Account No. 6136 Jail Industries Program IV (Correctional Industries)

The Subcommittee made no changes to this account. The total remains at \$24,000.

Strafford County Annual Report 1989

Account No. 6140 Jail Industries Program

The Subcommittee made no changes to this account. The total remains at \$81,272.

At this point, the Executive Committee returned to some unfinished business. Representative Wheeler moved, seconded by Representative Bickford, to accept the report of the Human Services Department Subcommittee. This motion passed unanimously by a show of hands.

Returning to the normal scheduled business, Representative Sullivan moved, seconded by Representative E. Flynn to accept the report of the Criminal Justice Subcommittee. The motion was accepted unanimously by a show of hands.

Representative Martling, Chairman of the General Government Subcommittee presented the following report:

Account No. 4120 Deeds

The Subcommittee made no changes to this account. The total remains at \$235,987.

Account No. 4160 J&A Maintenance

The Subcommittee made no changes to this account. The total remains at \$247,877.

Account No. 9902.01 Capital Expenditures - J&A

The Subcommittee made no changes to this account. The total remains at \$15,500.

Account Nos. 9902.04 and 9902.05 Bonded Items

The Subcommittee accepted the fact that the Commissioners projected no items to be bonded under Account Nos. 9902.04 and 9902.05.

Strafford County Annual Report 1989

Other Accounts

Account No. 9370 County Convention

The Subcommittee made no changes to this account. The total remains at \$6,000.

Account No. 9900 Contingency

The Subcommittee made no changes to this account. The total remains at \$5,000.

Account No. 9900.05 McKin Site Settlement

The Subcommittee made no changes to this account. The total remains at \$45,000.

Account No. 4100 Administration

There was one change in line item .68 Telephone. The amount for this line item was decreased by \$1,000, making this line item total \$6,000 and the total for the Account \$198,461.

Resource Agencies

Account No. 8360.01 Extension Service

The Subcommittee increased the amount recommended by the County Commissioners by \$10,405, making a new total of \$137,769.

Representative Wall raised the question about the Extension Service charging user fees; in fact, she strongly recommended that they should and that this be investigated.

Representative E. Flynn moved, seconded by Representative Swope that the amount for Extension Service be reduced to the amount recommended by the County Commissioners, namely \$127,364. The motion was passed by a show of hands. Yeas: 8; Nays: 5.

Strafford County Annual Report 1989

Account No. 8360.02 Soil Conservation District

The Subcommittee made no changes to this account. The total remains at \$14,000.

Account No. 8360.03 Regional Planning Commission

The Subcommittee increased the amount recommended by the County Commissioners from \$15,000 to \$22,500. The reason for the increase is as follows: It was learned that the State of New Hampshire had indicated that it would increase its share of the cost for hazardous waste pick-up on a per capita basis from \$.15 to \$.25. Because of this fact, the request was that the County either appropriate \$22,500 in matching funds or \$.00 (not the \$15,000 originally requested). After 1989, the Regional Planning Commission will not be involved with any hazardous waste pick-up.

Account No. 9100 Debt Service

.01 Interest on Temporary Loan

The Subcommittee recommended that the amount be increased from \$222,744 to \$343,031. The bids went out on February 9 (after the Commissioners had presented their budget requests) on the first round of Tax Anticipation Notes (TAN's), borrowing \$3,000,000. The interest rate for \$2,000,000 came in at 6.83 percent and the \$1,000,000 at 6.86 percent.

The second round of TAN's for approximately \$4,500,000 will take place sometime in May, with an anticipated interest rate set at 6.85 percent (most of the increase was offset by a \$90,000 increase in interest earned, which shows up in the Revenue section of the budget).

Strafford County Annual Report 1989

Account No. 9200 Insurances - J&A

The Subcommittee made no changes to this account. The total remains at \$307,411.

Representative Wall moved, seconded by Representative E. Flynn that the General Government Subcommittee report be accepted with the above listed changes. The motion passed unanimously by a show of hands.

Representative E. Flynn, Chairman of the Revenues, Capital Expenditures, and Special Projects Subcommittee, presented the following report:

9100 Debt Accounts

.02 Interest on Bonded Debt - RRH

The Subcommittee recommended that the amount be increased from \$38,200 to \$58,642.

.03 Principle on Bonded Debt - RRH

The Subcommittee recommended that the amount be decreased from \$172,476 to \$135,000.

.04 Interest on Bonded Debt - CH

The Subcommittee recommended that the amount be increased from \$208,028 to \$214,886.

.05 Principal on Bonded Debt - CH

The Subcommittee recommended that the amount be increased from \$548,104 to \$558,280.

The new total for Debt Accounts becomes \$1,309,839.

Strafford County Annual Report 1989

Estimate of Revenues

The Subcommittee recommended the following changes:

Account No. 4012.00 Sheriff - Deputy Fees

The Subcommittee recommended that the amount be increased from \$115,000 to \$120,000.

Account No. 9061.00 Interest Earned

The Subcommittee recommended that the amount be increased from \$190,000 to \$280,000.

Account No. 9075.00 Human Resource Grant

The Subcommittee recommended that the amount be decreased from \$61,000 to \$60,690.

The new total for these accounts increased to \$7,524,576.

Representative Wall moved, seconded by Representative Swope that the report of the Revenues, Capital Expenditures, and Special Projects Subcommittee be accepted with the above listed changes. The motion passed unanimously by a show of hands.

Representative E. Flynn moved, seconded by Representative Wheeler, that the Strafford County Fourth Quarter Report for Year Ending December 31, 1988 be approved. A roll call vote on the motion showed the following results:

YEAS: Appleby, Bickford, A. Flynn, E. Flynn, Frechette, Keans, Kincaid, Kinney, Martling, Sullivan, Swope, A. Torr, Wall, and Wheeler (14).

NAYS: None.

Strafford County Annual Report 1989

Representative A. Torr, Chairman of the Riverside Rest Home Subcommittee presented the following report:

Account No. 5100 Administration

The Subcommittee made no changes to this account. The total remains at \$328,349.

Account No. 5130 Dietary

The Subcommittee made no changes to this account. The total remains at \$1,012,488.

Account No. 5140 Nursing

The Subcommittee made no changes to this account. The total remains at \$3,216,646.

Account No. 5145 Resident Services

The Subcommittee made no changes to this account. The total remains at \$37,187.

Account No. 5150 Facilities and Services

The Subcommittee made no changes to this account. The total remains at \$483,493.

Account No. 5160 Laundry and Sewing

The Subcommittee made no changes to this account. The total remains at \$270,831.

Account No. 5170 Housekeeping

The Subcommittee made no changes to this account. The total remains at \$335,507.

Account No. 5180 Physician and Pharmacy

The Subcommittee made no changes to this account. The total remains at \$28,300.

Strafford County Annual Report 1989

Account No. 5190 Staff Education

The Subcommittee made no changes to this account. The total remains at \$41,817.

Account No. 5191 Physical Therapy

The Subcommittee recommended that line item .03 Physical Therapy Aides be decreased from \$71,166 to \$70,045; line item .10 Social Security be decreased from \$7,041 to \$6,957; line item .13 Retirement be decreased from \$2,503 to \$2,409; and line item .14 Workman's Compensation be decreased from \$6,849 to \$6,767.

The new total for Account No. 5191 Physical Therapy is decreased to \$150,888.

Account No. 5192 Occupational Therapy/Activities

The Subcommittee made no changes to this account. The total remains at \$113,547.

Account No. 5195 Social Services

The Subcommittee made no changes to this account. The total remains at \$126,694.

Account No. 9500.01 Health Insurances - RRH

The Subcommittee made no changes to this account. The total remains at \$491,281.

Account No. 9500.93 General Insurances - RRH

The Subcommittee made no changes to this account. The total remains at \$36,893.

Account No. 9902.02 Capital Expenditures - RRH

The Subcommittee made no changes to this account. The total remains at \$66,054.

Strafford County Annual Report 1989

Account No. 9902.06 Repair/Replace Roofs

The Subcommittee made no changes to this account. The total remains at \$.00.

Account No. 9902.07 Cogenex Contract Buyout

The Subcommittee made no changes to this account. The total remains at \$.00.

The total recommendation for Riverside Rest Home is \$6,739,975.00.

Representative A. Torr moved, seconded by Representative Wall that the Riverside Rest Home Subcommittee report be accepted with the above listed changes. The motion was passed unanimously by a show of hands.

Representative Wall, Chairman of the Grant Subsidies Subcommittee presented the following report:

Representative Wall stated that the first order of business was to change the name/title of the agencies under Grant Subsidies to Non-County Agencies. The need for the services by these agencies must be balanced with the taxpayers' ability to subsidize them.

Account No. 9350.11 Strafford Hospice

This is a new agency that requested funding. The County Commissioners recommended that \$5,000 be allocated; the Subcommittee agreed with the Commissioners' recommendation.

There was a suggestion that the Hospice account be placed under Riverside Rest Home because of the possibility that the County might receive Medicaid reimbursement for Hospice service. This would require that Hospice be Medicaid certified as a provider and at the present time they are not. Representative Torr

Strafford County Annual Report 1989

said that Hospice does an excellent job, but she did not think it should be a line item in the Riverside Rest Home budget. Riverside Rest Home has its own Social Service staff and thus there would be a duplication of efforts.

Representative Wall moved, seconded by Representative Bickford, that Strafford Hospice not be placed in the Riverside Rest Home budget. The motion passed unanimously by a show of hands.

Representative Kincaid moved, seconded by Representative Swope that Strafford Hospice be added to line 9350.11 in the amount of \$5,000. The motion was defeated by a show of hands. Yeas: 5; Nays: 7.

The result deleted Strafford Hospice from the budget.

Account No. 9350.10 Women's Resource Center

This item has been eliminated because there was no request for funding.

Account No. 9350.09 Seacoast Task Force on Family Violence (A Safe Place)

The County Commissioners requested \$18,000 for this item. The Subcommittee approved \$20,000.

Representative Wall moved, seconded by Representative E. Flynn, that the amount requested by the Commissioners be approved, namely \$18,000. The motion passed unanimously by a show of hands.

Account No. 9350.08 Strafford County Child Care Association

The Subcommittee made no changes to this account. The total remains at \$23,625.

Strafford County Annual Report 1989

Account No. 9350.07 Great Bay Training Center

The Subcommittee made no changes to this account. The total remains at \$5,400.

Account No. 9350.06 Meals on Wheels

The Subcommittee made no changes to this account. The total remains at \$1.00.

Account No. 9350.05 Southeastern New Hampshire Services, Inc.

The Subcommittee made no changes to this account. The total remains at \$13,950.

Account No. 9350.04 Strafford County Pre-Natal and Family Planning

Representative Wall moved, seconded by Representative A. Torr to let the public speak. The motion was passed by voice vote.

Mr. Chuck Rhoades explained why his request this year was \$34,500, down from the \$39,000 from last year.

Representative E. Flynn moved, seconded by Representative Bickford that the amount be decreased to \$29,427, which was the amount the "Clinic" spent in 1988.

The motion was defeated by a show of hands. Yeas: 3; Nays: 8. The amount of \$34,500 will stand as requested by the Commissioners and agreed to by the Subcommittee.

Account No. 9350.02 Strafford County Community Action, Inc.

The Subcommittee made no changes to this account. The total remains at \$36,000.

Strafford County Annual Report 1989

Account No. 9350.03 Strafford County Homehealth/ Homehealth Aides

There was a lengthy discussion about this agency. The final outcome was that the amount recommended by the Commissioners and approved by the Subcommittee will stand, namely \$144,589.

Representative Kinney moved, seconded by Representative Wheeler that the Grant Subsidies (Non-County Agencies) Subcommittee report be accepted with the two changes, decreasing the total by \$7,000; and making the new total \$276,065.

The motion passed unanimously by a show of hands. Representative Wall and her Subcommittee were given a round of applause for their hard work and in making some tough decisions.

Executive Assistant Raymond Bower and the Commissioners were also given a round of applause for their efforts in producing a budget that required few changes.

Chairman Frechette announced that there will be a Full County Delegation meeting on Saturday, March 11, 1989 at 9:00 a.m. in the Probate Courtroom of the Justice and Administration Building.

With no further business, the meeting adjourned at 2:20 p.m.

*Respectfully submitted,
W. Kent Martling, Acting Clerk
Strafford County Delegation*

Strafford County Annual Report 1989

STRAFFORD COUNTY DELEGATION MINUTES OF MEETING OF MARCH 11, 1989

Chairman Frechette called the meeting of the Strafford County Delegation to order at 9:10 a.m. on March 11, 1989 in the Superior Courtroom II on the second floor of the Justice and Administration Building. The meeting opened with a moment of meditation and the pledge to the flag.

Chairman Frechette requested the Clerk to read the Public Notice, which he did. The Clerk called the roll which showed the following members present:

PRESENT: Appleby, Bernard, Bickford, Brown, Burton, Callaghan, A. Flynn, E. Flynn, Foss, Frechette, Gilmore, Kincaid, Kinney, Lachance, Marston, Martling, McCann, Merrill, O'Brien, Parks, Pelley, Scharff, Spencer, Stewart, Sullivan, Swope, A. Torr, R. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (33 of 37).

ABSENT: Dionne, Keans, Meserve, and Musler (4 of 37).

Representative E. Flynn moved, seconded by Representative McCann, that the Delegation suspend with the reading of the Minutes and approve them as written. The motion carried on a voice vote.

Chairman Frechette said the visit to the waste management landfill was very interesting and the tour would be given again for anyone who missed it or would like to go again.

The first order of business was the \$5,000,000 Tax Anticipation Note (TAN). Representative A. Torr moved, seconded by Representative Swope, to authorize the County Treasurer to

Strafford County Annual Report 1989

borrow an amount not to exceed \$5,000,000 in Tax Anticipation Notes.

The Clerk called the roll and the vote was a unanimous, 33 Yeas, 0 Nays.

Representative E. Flynn then moved, seconded by Representative Callaghan, requiring that the County Commissioners obtain written authority from the Executive Committee of the Delegation before transferring any appropriation or part thereof. The motion carried on a voice vote with no one voting in the negative.

Representative E. Flynn moved, seconded by Representative Scharff, to adopt the Executive Committee 1989 Budget Recommendations with line items and totals as shown in the Resume of Accounts, pages 1 and 2 of Strafford County Delegation Executive Committee Recommendations 1989 Proposed Budget. The total amount to be appropriated is \$15,566,605.

Representative O'Brien moved to amend line item 9350.03, titled Homemakers/Homehealth Aides and appropriate \$205,461, instead of the recommended amount of \$144,589 to the Strafford County Homemakers. Representative Spencer seconded the motion.

Representative Wheeler spoke in favor of the amendment, citing several reports and mentioned that by the year 2020, one-third of our population will be over the age of 55. She spoke about the importance and growing need for long-term health care and urged the Delegation to approve the amendment.

Representative Swope asked why the Homemakers received no United Way contributions and Representative Wheeler said it was because they have not yet run a budget deficit.

Strafford County Annual Report 1989

Representative Martling spoke against the amendment because a tremendous amount of time has been spent examining this budget and urged support for the Executive Committee's recommendations.

Representative Burton spoke against the amendment, citing four specific reasons: 1. The budget represents a twenty-seven percent (27%) increase in property taxes over last year; 2. The \$205,461 appropriation for the Homemakers represents about twenty-nine percent (29%) of their funding when most other organizations were requesting ten percent (10%) or less; 3. The testimony before the Subcommittee focused on Alzheimers treatment, but it was questionable whether this money was going to this program or not; and 4. Of the twenty-four (24) case studies presented, only four (4) were medically eligible for Riverside Rest Home (RRH), ten (10) were not, and ten (10) were questionable. He closed by mentioning that half of the Subcommittee wanted to cut funding even lower than the \$144,589 proposed.

Representative E. Flynn spoke against the amendment citing a unanimous vote of the Executive Committee for this budget.

Representative Appleby spoke in support of the amendment, stressing a need for long-term non-institutionalized health care.

Representative Brown spoke in favor of the amendment, saying it would cost less in the long run if we funded non-institutionalized health care now.

Representative Spencer spoke in favor of the amendment, saying he was completely convinced that this program is helping to keep people out of nursing homes longer than would otherwise be.

Strafford County Annual Report 1989

Representative Parks spoke in favor of the amendment, citing the following: 1. Although we need the Subcommittee and the Executive Committee to function properly, we must ultimately make our own evaluations and decisions about these programs; 2. Certainly most people would prefer to stay out of nursing homes; 3. The State Medicaid Evaluation Team also examined the twenty-four (24) case studies and without interviews, determined that eight (8) cases would be RRH eligible, seven (7) others would be probable. At an average cost of \$25,000 annually, the eight (8) eligible cases would offset the proposed \$205,461 being requested for the Homemakers. He urged support of the amendment.

Chairman Frechette said the debate is focusing on the program and he would like to see the debate focus on funding. Mentioning Senate Bill 1, which was passed four years ago, removing responsibility for funding welfare agencies from the counties and giving it to the cities and towns seems to be the trend.

Representative Swope opposed the increase also based on a comparison with Rockingham County's funding.

Representative Kinney said that someone should take another look at possible United Way funding.

Representative Wall spoke against the amendment, saying that the Subcommittee took all the information available, examined the County's contract with the Homemakers which is supposed to provide "homemaker" services, and considered the financial crisis the State is currently in before making their decision. She felt the Subcommittee did a very professional job and urged support for the Executive Committee's recommendation.

Strafford County Annual Report 1989

Representative Marston opposed the amendment because fifty percent (50%) of all Non-County Agency money goes to the Homemakers.

Representative McCann supported the amendment because an extra \$60,872 was a small price to pay to preserve the dignity of our senior citizens.

Representative R. Torr opposed the amendment saying he had been on the Subcommittee and the process had not been questioned to date, much time and effort went into the decision and he felt it ought to be supported.

Representative Burton remarked that it was a fight in the Subcommittee just to get the \$144,589 figure approved.

Representatives Wall and E. Flynn moved to limit debate, the motion failed 20 to 13 on a roll call.

Representative Bernard spoke on the need to provide services to those who really need them.

Representative O'Brien spoke to his amendment saying he had heard little about the Homemakers until he received a letter critical of them so he went out and did some research on his own. The bottom line is that the entire funding for this amendment would only cost \$2.00 per home in Strafford County and he urge support for the amendment.

Representative Foss added her support to the Executive Committee Recommendation and to Representative Wall and her Subcommittee.

Representative A. Torr moved the question since it appeared that all those wishing to speak had spoken. The motion carried on a voice vote.

Strafford County Annual Report 1989

A roll call on the O'Brien amendment produced the following:

YEAS: Appleby, Bickford, Brown, Gilmore, McCann, Merrill, O'Brien, Parks, Spencer, Stewart, and Wheeler (11 of 33).

NAYS: Bernard, Burton, Callaghan, A. Flynn, E. Flynn, Foss, Frechette, Kincaid, Kinney, Lachance, Marston, Martling, Pelley, Scharff, Sullivan, Swope, A. Torr, R. Torr, Tsiros, Vincent, Wall, and Young (22 of 33).

The vote was 11 Yeas to 22 Nays, the amendment failed.

Chairman Frechette called for a ten minute recess.

At 10:45 a.m., Chairman Frechette called the Delegation back to order.

Representative Spencer moved to fund the Homemakers not to exceed \$175,000 for 80,000 units of service at a rate of \$2.19 per unit. The motion was seconded by Representative McCann.

Representative McCann said that there are two key issues to deal with here: 1. We will save tax dollars in a greater proportion and; 2. We will save the dignity of our elderly.

Representative Burton questioned the analysis based on changing the cost per unit and requested a recess to work out the costs.

No recess was forthcoming and a roll call showed the following:

Strafford County Annual Report 1989

YEAS: Appleby, Bickford, Brown, Gilmore, McCann, Merrill, O'Brien, Parks, Scharff, Spencer, Stewart, and Wheeler (12 of 33).

NAYS: Bernard, Burton, Callaghan, A. Flynn, E. Flynn, Foss, Frechette, Kincaid, Kinney, Lachance, Marston, Martling, Pelley, Sullivan, Swope, A. Torr, R. Torr, Tsiros, Vincent, and Young (20 of 33).

The vote was 12 Yeas to 20 Nays, the amendment failed.

Representative Parks called for the formulation of a policy that would guide our decision-making process so that we can avoid these kinds of lengthy debates in the future.

Chairman Frechette said that we could have the Commissioners examine Senate Bill 1 and look at the implications it has in relation to our policy decision.

Representative A. Torr disagreed, saying the Commissioners are for policy formulation and the Delegation is only for appropriation decisions.

Representative Gilmore moved to amend line item 9350.11, titled Strafford Hospice Care, Inc. and add \$5,000 to the budget for this program. He said this agency needs funding to provide for the necessary professional staff for management and coordination in their efforts to act as advocates for the dying.

There was an exchange of questions and answers and Representative Martling informed the Delegation that Hospice funding was cut at the Executive Committee meeting by a vote of 7 to 5.

Strafford County Annual Report 1989

The roll call on the motion produced the following:

YEAS: Brown, Burton, Callaghan, Gilmore, Kincaid, Lachance, Marston, McCann, Merrill, O'Brien, Pelley, Scharff, Spencer, Stewart, Swope, R. Torr, Wall, and Wheeler (18 of 33).

NAYS: Appleby, Bernard, Bickford, A. Flynn, E. Flynn, Foss, Frechette, Kinney, Martling, Parks, Sullivan, A. Torr, Tsiros, Vincent and Young (15 of 33)

The vote was 18 Yeas to 15 Nays, the Amendment passed.

With no more discussion desired, the motion to adopt the Executive Committee Report with line items and totals as amended in the Resume of Accounts, pages 1 and 2 Strafford County Delegation Executive Committee Recommendations 1989 Proposed Budget was made. The total amount to be appropriated is \$15,571,605.

The roll call on the motion produced the following:

YEAS: Appleby, Bernard, Bickford, Brown, Burton, Callaghan, A. Flynn, E. Flynn, Foss, Frechette, Gilmore, Kincaid, Kinney, Martling, Merrill, O'Brien, Pelley, Scharff, Spencer, Stewart, Swope, A. Torr, R. Torr, Tsiros, Wall, Wheeler, and Young (27 of 32).

NAYS: Lachance, McCann, Parks, Sullivan, and Vincent (5 of 32).

The motion passed 27 to 5.

Representatives E. Flynn and Scharff moved to adopt the Executive Committee Report showing

Strafford County Annual Report 1989

total revenues of \$7,524,576 and authorizing \$8,047,029 to be raised by taxation.

YEAS: Appleby, Bernard, Bickford, Brown, Burton, Callaghan, A. Flynn, E. Flynn, Foss, Frechette, Gilmore, Kincaid, Kinney, Martling, McCann, Merrill, O'Brien, Parks, Pelley, Scharff, Spencer, Sullivan, Stewart, Swope, A. Torr, R. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (31 of 32).

NAYS: Lachance (1 of 32).

The motion passed 31 to 1.

Representative Martling reported that the Joint Appropriations and Ways and Means Hearings will be holding a hearing on legislation which will include a measure to change the County share of Medicaid reimbursement from 61.50% of non-Federal share to 84.25% of the non-Federal share. This would mean at least a \$38,000,000 increase in expenditures for the counties over the next two years, of which about \$3,900,000 would be Strafford County's share.

Representative Parks commented that these figures are only minimums based on current costs and populations and is sure the actual costs would be much higher.

Commissioner Maglaras thanked the Delegation for all their hard work.

Chairman Frechette announced that this would be the last Delegation meeting until January of 1990, but the Executive Committee will be meeting in late April to review the First Quarter Budget Expenditures.

Representatives McCann and E. Flynn moved to adjourn, the motion carried unanimously on a voice vote.

Strafford County Annual Report 1989

With no further business, the meeting adjourned at 11:45 a.m.

*Respectfully submitted,
Douglas A. Lachance, Clerk
Strafford County Delegation*

STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF MAY 12, 1989

The meeting of the Strafford County Delegation's Executive Committee was called to order at 9:00 a.m. by Chairman Roland A. Frechette in the Commissioners Conference Room of the Justice & Administration Building. The meeting opened with a moment of meditation and Representative Appleby led the pledge of allegiance to the flag.

The following members were present:

PRESENT: Appleby, A. Flynn, E. Flynn, Frechette, Kinney, Lachance, Martling, Sullivan, Swope, A. Torr, and Wheeler

ABSENT: Bickford, Keans, Kincaid, and Wall.

Also present at the meeting were Commissioner George Maglaras, and Executive Assistant Raymond F. Bower.

Representative E. Flynn moved that the Committee dispense with the reading of the minutes of the last meeting and accept them as written, the motion was seconded by Representative Swope and the motion carried unanimously.

As there was no old business, the Committee began with the First Quarter Budget Review:

On Page 3, County Commissioners, Representative A. Torr questioned the high computer costs and wondered if we were getting a handle on the

Strafford County Annual Report 1989

problem. Executive Assistant Bower informed the Committee that there was a major failure in the computer system, which has been cleared up. He noted that while costs were high, we were still underbudget on that line.

On Page 4, County Attorney, Overtime. This line item was high due to the retirement of an employee and the need for current employees to pick up the slack until new employees could be hired and trained.

On Page 5, Career Prosecutor Grant, Unemployment Compensation. Chairman Frechette questioned the high figure on this item. It was explained that this is a front-loaded item for the first \$7,000 of an employee's salary.

On Page 8, Human Services Department, Aide to Permanently & Totally Disabled. It was noted that this item is up slightly.

On Page 10, Department of Corrections, Nursing Services-RRH. Representative Kinney questioned this amount. Executive Assistant Bower explained that it was due to an increase in services provided to the Jail and there was a corresponding income line item.

We were also told that \$5,000 had been spent on new cots for the Department of Corrections, but that the amount would not appear as an expenditure until the next quarter.

Representative A. Torr had several questions about the nurses from Riverside Rest Home putting time in at the Jail, including whether we billed other counties for services provided to inmates housed at the Strafford County Jail from other counties. Executive Assistant Bower and Commissioner Maglaras informed the Committee that the County does not bill other counties for routine medical services provided to boarders as this is included in the daily rate. Special

Strafford County Annual Report 1989

medical problems which require outside medical services of any type are billed to the County or agency for whom we are boarding.

There was a brief discussion about possible future expansion of the Jail. Commissioner Maglaras informed the Committee that the National Institute of Corrections was conducting a study of possible reforms in the housing of inmates.

On Page 12, Debt Accounts, 9100.02, Interest on Bonded Debt-RRH and 9100.03, Principle on Bonded Debt-CH. It was noted that these lines were high due to the bond payment due date.

On Page 13, Non-County Agencies. Representative A. Torr asked why none of these agencies had expended any money yet. She asked if the County had been billed yet. Executive Assistant Bower said the contracts do not get sent to the agencies until after the Delegation appropriates the money and that is the initial delay. Only four agencies had submitted bills, including the Homemakers; however, they had not signed the contract yet due to a debate within the agency whether the new contract would allow them to recover the total amount of the appropriation. He noted that until the contract is signed, the bill could not be paid.

On Page 14, RRH Administration, Representative A. Torr commended Executive Assistant Bower, who had recently been appointed Administrator of Riverside Rest Home, for doing a great job thus far.

On Page 16, Nursing, Representative A. Torr questioned the high cost for nursing services. The Committee was informed that the services purchased from a nursing pool costs more than regular staff and the cost would decrease as the staff is expanded.

Strafford County Annual Report 1989

On Page 17, Facilities and Services, Representative E. Flynn questioned why 31% of the Director's line had already been expended. Executive Assistant Bower explained that the Director had left and the Foreman took over his duties and was now being paid from the Director's line. The Foreman's line has only been expended 11%.

On Page 23, Anticipated Income. There was a question as to why \$100,290.74 of Revenue had not materialized as it should have. It was explained that unlike expenditures which can be credited in the previous quarter, income cannot and it will appear later.

Representative E. Flynn motioned to accept the First Quarter Budget Report. The motion was seconded by Representative Swope and carried unanimously on a voice vote.

It was reported that the Alzheimers Unit is up and operating at Riverside Rest Home, at a cost of about \$96,000 and has forty-one (41) residents.

Commissioner Maglaras informed the Committee that Southeastern New Hampshire Services has had some difficulty obtaining financing. The only snag is that they have not paid rent yet and they want to renegotiate the contract. There is currently a legal and binding contract between the County and Southeastern New Hampshire Services and a scheduled meeting between the Commissioners, architects, and Southeastern to discuss renovations.

Representative A. Torr pointed out that the Delegation's authority lies in appropriation of funds and not the negotiation of contracts with Southeastern or anyone else. Representative Frechette agreed.

Strafford County Annual Report 1989

There was a brief discussion about the Alzheimers' Unit and the relationship between Riverside Rest Home and the Little Sprouts Growing Center's programs.

Representative A. Torr moved to adjourn the meeting at 10:10 a.m. The motion was seconded by Representative Swope and carried unanimously on a voice vote.

*Respectfully submitted,
Douglas Lachance, Clerk
Strafford County Delegation*

STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF AUGUST 18, 1989

The meeting of the Strafford County Delegation's Executive Committee was called to order at 9:00 a.m. by Chairman Roland A. Frechette in the Commissioners Conference Room of the Justice & Administration Building. The Clerk read the notice of the meeting and took the roll call. A moment of silent meditation was followed by Representative Kincaid leading the Delegation in the pledge to the flag.

The roll call showed the following members present:

PRESENT: Bickford, A. Flynn, E. Flynn, Frechette, Keans, Kincaid, Kinney, Lachance, Martling, Sullivan, Wall, and Wheeler.

ABSENT: Appleby, Swope, and A. Torr.

Also present were Commissioners Maglaras, Roberge, and Dumont, and Executive Assistant Raymond Bower.

Representative E. Flynn moved and Representative Sullivan seconded to dispense with the

Strafford County Annual Report 1989

reading of the minutes of the May 12, 1989 meeting. The motion carried unanimously.

Chairman Frechette distributed copies of salaries for Elected County Officials (attached) comparing Strafford County levels with those of other counties.

Representative Martling asked if the "proposed" figures were based on a percentage increase. Chairman Frechette said that they were not, rather they were based on averages.

Representative Bickford questioned whether we should increase salaries since no request to do so has been made.

Representative E. Flynn noted that the Sheriff and Register of Deeds' positions were annual salaries and as such the increase would be \$1,000 a year and not per term.

Representative Sullivan suggested a larger increase for the Treasurer; however no motion was made at that time.

Representative E. Flynn spoke to the studies conducted in the past which have attempted to bring the salaries paid in Strafford County to a competitive level with other counties. Chairman Frechette noted that two years ago the Treasurer was only at \$2,000.

Representative E. Flynn moved and Representative Kinney seconded the motion to approve the "proposed" salary increases and recommend to the Full Delegation to do the same. The motion carried on a voice vote with one nay.

The Second Quarter Budget Report followed.

Line item 4100.03 - Administration: Executive Assistant: Underspent because Raymond Bower has completed his six month probationary period

Strafford County Annual Report 1989

as Riverside Rest Home (RRH) Administrator and is being paid out of the Administrator's line for most of his time. Only a small portion of his annual salary is being paid from line item .03.

Line item 4100.05 - Administration: Head Bookkeeper and Line item 4100.09: Accrued Benefit Expense: Line .05 was underspent and line .09 was overspent due to the Head Bookkeeper's, Joy Harmon, leaving. Line .09 allows the County to buy out sick time, however when Ms. Harmon left, two weeks vacation time and six weeks partial disability was bought out from line .05.

Representative E. Flynn asked for a complete report of the dispatcher's operations which appear on Page 7 and Chairman Frechette also requested a report on all non-county agency activities. The Dispatch operations report has been completed and the Non-County Agency report is pending.

Representative Martling inquired about line item 5100.29: RRH Administration -Purchased Services. This cost has been due to the heavy use of pool nurses to cover for leave of absences and illnesses.

Representative Wheeler asked for an explanation of line item 5100.71: Travel; this is travel to and from private homes to ensure applicants are qualified for admittance to RRH.

Representative E. Flynn asked for an explanation of line item 5130.50: Dietary, Food. The Jail used to be fed on a bulk basis, but due to misportioning this become too costly and now only Unit II is fed by bulk and the Jail is fed by individual portions.

Representative Martling moved, seconded by Representative Wall to accept the Second

Strafford County Annual Report 1989

Quarter Budget Report. The motion carried unanimously on a voice vote.

Chairman Frechette thanked Representative Martling for the report on Elected County Officials salaries and his continuing involvement with the County Forum.

Commissioner Maglaras informed the Executive Committee that renovations for the Alms House had been put out to bid in two ways; One is by General Contractor and the other is by individual contractors for the twelve aspects or projects at the Alms House. Also, the National Institute of Corrections (NIC) issued a report in May on the condition of the Jail facilities in Strafford County and recommended an expansion of those facilities.

A presentation followed which recommended using part of the Alms House as a minimum security facility, connected via a catwalk to the Jail and reopening an elevator in the Alms House for purposes of food transport. This plan also includes an expansion of the RRH kitchen and dining facilities (a project reimbursable through Medicaid).

Representative Martling moved and Representative Wall seconded the following:

"We, the Executive Committee of the Strafford County Delegation, do hereby endorse the plan presented by the Strafford County Commissioners at our meeting of August 18, 1989 for the renovation of the uncommitted space at the Strafford County Alms House for a fifty-two (52) inmate capacity jail expansion, including the necessary alterations of the dietary department of Riverside Rest Home."

The motion carried on a unanimous voice vote.

Strafford County Annual Report 1989

Representative Kincaid moved Representative Wheeler seconded the motion, to endorse a sum not to exceed \$170,000 for Southeastern New Hampshire Services (SENH) renovation agreement. This would, if accepted by the Full Delegation, be part of a total bond for Alms House renovation and Jail expansion of \$750,000. The motion carried unanimously on a voice vote.

A discussion then followed on funding procedures for the SENH renovations agreement if the Delegation disproves the Jail expansion bond recommendation.

Representative E. Flynn then moved to authorize the Commissioners to use the 1988 audited surplus funds in the amount of \$80,000 and 1989 anticipated surplus funds of \$90,000 to move forward on the Alms House renovation project agreement with SENH. The motion was seconded by Representative Kincaid. A roll call showed the following results:

YEAS: *Bickford, A. Flynn, E. Flynn,
 Frechette, Kincaid, Lachance,
 Martling, Sullivan, Wall, and Wheeler.*

NAYS: *Keans and Kinney.*

The motion carried 10 to 2.

Representative Flynn motioned to adjourn the meeting. The motion was seconded by Representative Kincaid and accepted unanimously on a voice vote at 11:10 a.m.

*Respectfully submitted,
Douglas Lachance, Clerk
Strafford County Delegation*

Strafford County Annual Report 1989

STRAFFORD COUNTY DELEGATION PUBLIC HEARING MINUTES OF MEETING OF OCTOBER 11, 1989

The public hearing of the Strafford County Delegation was opened by Chairman Roland A. Frechette at 7:07 p.m. The Clerk read the notice of the meeting.

Philippe Morrisette, Bail Commissioner for the Court System, spoke to the problem of overcrowding at the Strafford County Jail and noted that the numbers will more than likely continue to increase. He stated that the Alms House project is a good solution for now, and that we ought to consider additional guards as the capacity increases.

With no further public comment, the Public Hearing was closed at 7:12 p.m.

The Strafford County Delegation meeting was called to order at 7:23 p.m. by Chairman Roland A. Frechette. The Clerk again read the notice of the meeting and took the roll call. A moment of silent meditation was followed by the pledge to the flag led by Representative Pelley.

The roll call showed the following members present:

PRESENT: Appleby, Bickford, A. Flynn, E. Flynn, Frechette, Keans, Kincaid, Lachance, Martling, Sullivan, A. Torr, Wall, Wells-Wheeler, Bernard, Brown, Burton, Callaghan, Foss, Gilmore, Marston, McCann, Merrill, Meserve, O'Brien, Pelley, Stewart, Vincent, and Young (28 of 37).

EXCUSED: Kinney and Scharff.

ABSENT: Swope, Dionne, Musler, Parks, Spencer, R. Torr, and Tsiros.

Strafford County Annual Report 1989

Also present were Commissioners Maglaras, Roberge, and Dumont, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, Phelps Fullerton, Architect.

Representative E. Flynn motioned to dispense with the reading of the previous meeting's minutes. The motion was seconded by Representative McCann and accepted unanimously on a voice vote.

Chairman Frechette noted that Representative Kinney was in the hospital and will be home soon.

Chairman Frechette asked if there was any old business that anyone wished to discuss. There being none, he stated that the next item on the agenda was the Bond Issue.

Strafford County Commission Chairman Maglaras gave a presentation of the proposed renovations to the Alms House and Riverside Rest Home. The recommendation to convert was derived from a suggestion made in a National Institute of Corrections Report on the Overcrowding problem at the Jail. The Report also stated that the County set up a long-term planning committee for the Jail, which has been done in the form of a Jail Advisory Committee.

Commissioner Maglaras went on to say that the project includes expanding the jail to the Alms House, renovating the Riverside Rest Home kitchen to accommodate the overflow from the new Jail, and use of the upper level of the courtyard at RRH for additional dining, and upgrading the parking lot, which will include an additional 34 spaces for the day care in the center of the Alms House. The total cost for the project is \$1,025,000. The County has \$175,000 on hand and will need a bond for \$850,000.

Strafford County Annual Report 1989

Representative Meserve asked if the operational costs is included in this sum and what costs will be passed onto the taxpayer for additional guards, maintenance, and dietary personnel.

Commissioner Maglaras asked Executive Assistant Bower to respond to the question. Executive Assistant Bower stated that only one guard per shift will be needed to watch first 35-40 inmates twenty-four hours a day. Five (5) full time equivalents (FTE's) are needed to cover all three (3) shifts at the Jail. In the Jail, three (3) new FTE's will be needed for reclassification of the minimum security area pods; 2.5 FTE's will be needed in the kitchen.

Representative Meserve asked how much money will be needed for these positions. Executive Assistant Bower responded that at current wages, a total of \$16,900 per guard, plus benefits, total cost of \$160,200. The new dietary employees' salaries will total \$42,000 per year.

Representative Vincent asked about custodial personnel for the new Jail. Executive Assistant Bower responded that the inmates currently perform all custodial work at the Jail and he anticipates that this will continue at the Alms House. He noted that one (1) additional maintenance person will be needed in the future to cover the Alms House.

Representative Vincent asked if the additional cells would just be a "bandaid." Will another expansion be requested in five years, and therefore, another bond, he asked. Commissioner Maglaras responded that this depends on society, laws and law enforcement, and other factors. The new Jail was supposed to last for twenty (20) years when it was being designed, but due to the drug problems, etc., the capacity doubled.

Strafford County Annual Report 1989

Representative Pelley asked if the fifty-two (52) cells would be filled immediately or if the County will be getting any "rental" income on them. Commissioner Maglaras stated that this was hard to say; initially, it will probably not be filled right away. He noted that it might be possible to generate income from housing inmates from other counties or the Federal government in the Jail after Strafford County's minimum security are moved to the Alms House.

Representative Martling congratulated the Commissioners for a well thought-out plan and asked that the portion of the letter to the Delegation regarding the cost per cell be highlighted. Executive Assistant Bower stated that he had called other counties who had recently opened jail facilities or expansions. The cost per cell ranged from \$50,000 to \$75,000 per cell; at 52 cells, the cost would be at least \$3,000,000.

Representative Burton asked if any money from the Federal government's new drug war program would be coming to New Hampshire. Executive Assistant Bower responded that he has read President Bush's report and is certain some of the money will come to New Hampshire, but how much and in what way is still unknown. He noted that the Jail Advisory Committee is an important part of this planning process and they have been looking into several different alternatives to incarceration, such as electronic monitoring systems, etc.

Representative A. Torr commended the Commissioners and the prior Delegation for saving the Alms House. She asked if the County was being penny wise and pound foolish by not renovating the third floor of the Alms House at this time. Executive Assistant Bower responded that no plans have been made for the third floor as there is no immediate need. It may be needed in the future; but at this time it is not cost

Strafford County Annual Report 1989

effective. He requested that Architect Phelps Fullerton elaborate on this matter. Mr. Fullerton stated that they had originally looked at the third floor for possible renovation, but the cost of the project would have doubled due to structural damage.

Representative Wall stated the Commissioners have done a good job on this project. She asked that if the County gets prisoners to be boarded, where we would house them. Executive Assistant Bower responded that most of the prisoners from other counties, the State and Federal government would not pass the classification standards to be housed in minimum security in the Alms House. However, with the added space at the Jail due to our minimum security inmates being housed in the Alms House, we could obtain some additional income.

Representative A. Torr moved to Authorize the Issuance of Bonds in the Amount of \$850,000 for a Ten-Year Period to Provide for the Renovations to the Strafford County Alms House for the Purpose of Creating Fifty-Two (52) Minimum Security Jail Cells and the Expansion of Riverside Rest Home Dining Area and Equipment. The motion was seconded by Representative Bickford.

Representative Wheeler asked when the renovations to the Rest Home would be reimbursed by Medicaid? Executive Assistant Bower responded that it would be reimbursed over a ten year period.

The motion was called and passed unanimously as follows:

Strafford County Annual Report 1989

YEAS: Appleby, Bickford, A. Flynn, E. Flynn, Frechette, Keans, Kincaid, Lachance, Martling, Sullivan, A. Torr, Wall, Wells-Wheeler, Bernard, Brown, Burton, Callaghan, Foss, Gilmore, Marston, McCann, Merrill, Meserve, O'Brien, Pelley, Stewart, Vincent, and Young
(28 of 28)

NAYS: None.

Representative McCann motioned to increase the expense total and the revenue total in the 1989 Budget by \$850,000, the new totals being \$16,421,605 for expenses and \$8,374,576 for revenues, leaving \$8,047,029 to be raised by taxation. The motion was seconded by Representative E. Flynn and was accepted unanimously as follows:

YEAS: Appleby, Bickford, A. Flynn, E. Flynn, Frechette, Keans, Kincaid, Lachance, Martling, Sullivan, A. Torr, Wall, Wells-Wheeler, Bernard, Brown, Burton, Callaghan, Foss, Gilmore, Marston, McCann, Merrill, Meserve, O'Brien, Pelley, Stewart, Vincent, and Young
(28 of 28)

NAYS: None.

Representative A. Torr stated that she was honored to motion to approve Raymond F. Bower as Administrator of Riverside Rest Home. The motion was seconded by Representative Wall and accepted unanimously on a voice vote.

The last item discussed was salaries of Elected Officials. Chairman Frechette asked the Delegation to look to the form before them regarding the proposed salaries for Elected Officials in Strafford County. He then asked for a motion to pass these recommendations. He noted that the Executive Committee of the Delegation

Strafford County Annual Report 1989

had discussed this matter at their meeting in August and recommended that it be proposed to the Full Delegation for implementation as of January 1, 1990. He also noted that the Delegation is empowered to do this. He asked for the Delegation's consideration of this matter.

Representative Meserve noted that no notice was given for this subject to be discussed. He asked if this was correct as a point of order.

Representative McCann asked when, under law, the Delegation must act on this matter. Chairman Frechette responded that they do not have to.

Representative McCann asked a further question; did the Executive Committee received input from the elected officials involved. Chairman Frechette responded that attached to the minutes of the August 18, 1989 Executive Committee meeting were the proposed salaries for elected officials of Strafford County and a sheet with comparisons to other counties. Representative McCann again asked whether this matter was discussed with the elected officials. Chairman Frechette responded no.

Representative Wheeler asked whether there should be a public hearing on this matter. She suggested that the matter be tabled.

Representative O'Brien asked what the difference between pure and modified average meant on the sheets distributed. Chairman Frechette responded that pure is the average of all the counties; modified is with the highest, lowest and Strafford County thrown out.

Representative Meserve motioned to table the recommended motion. The motion was seconded by Representative Keans. Representative E. Flynn asked what happens if this matter is tabled and nothing is done by the end of the year. The response was that nothing will change.

Strafford County Annual Report 1989

A roll call on the motion showed the following:

YEAS: Appleby, Bickford, A. Flynn, Keans,
 Lachance, A. Torr, Wall,
 Wells-Wheeler, Brown, Burton, Foss,
 Gilmore, Marston, McCann, Merrill,
 Meserve, Pelley, Stewart, Vincent, and
 Young (20 of 28).

NAYS: E. Flynn, Frechette, Kincaid,
 Martling, Sullivan, Bernard,
 Callaghan, and O'Brien (8).

The motion passed.

Chairman Frechette announced that the next meeting of the Strafford County Delegation should be in January to review the new budget. The next meeting of the Executive Committee is scheduled for Friday, November 10, 1989 at 10:00 a.m.

Representative McCann announced that the Democrats will be meeting November 14, 1989 with House Minority Leader Mary Chambers at 12:30 p.m. at Weeks.

Representative Meserve motioned to adjourn the meeting. The motion was seconded by Representative Martling and accepted unanimously on a voice vote at 8:10 p.m.

*Respectfully submitted,
Douglas Lachance, Clerk
Strafford County Delegation*

STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF NOVEMBER 17, 1989

The meeting of the Strafford County Delegation's Executive Committee was called to order at 9:00 a.m. by Chairman Roland A. Frechette in the Commissioners Conference Room of the Justice

Strafford County Annual Report 1989

& Administration Building. The Clerk read the notice of the meeting which appeared in Foster's Daily Democrat on November 9, 1989, and took the roll call. A moment of silent meditation was followed by Representative Appleby leading the Delegation in the pledge to the flag.

The roll call showed the following members present:

PRESENT: Appleby, Bickford, A. Flynn, E. Flynn, Frechette, Keans, Kinney, Lachance, Martling, Sullivan, Swope, Wall, and Wells-Wheeler (13 of 15).

ABSENT: Kincaid and A. Torr.

Also present were Commissioners Maglaras, Roberge, and Dumont, County Treasurer Charles Crocco, and Executive Assistant Raymond Bower.

Representative E. Flynn moved and Representative Swope seconded to dispense with the reading of the minutes of the October 11, 1989 meeting. The motion carried unanimously on a voice vote.

The first order of business was approval of a Tax Anticipation Note (TAN) for the first half of 1990 as explained in County Treasurer Charles A. Crocco's memo (attached) dated November 17, 1989. Representative Wall moved to authorize the Strafford County Commissioners through the County Treasurer, to borrow an amount not to exceed \$4,500,000 in Tax Anticipation Notes for 1990. The motion was seconded by Representative Swope and a roll call vote showed the following:

YEAS: Appleby, Bickford, A. Flynn, E. Flynn, Frechette, Kinney, Lachance, Martling, Sullivan, Swope, Wall, and Wheeler.

NAYS: None.

Strafford County Annual Report 1989

The motion carried 12-0. The Second Quarter Budget Report followed:

Representative Wheeler asked why there was such an increase in jail population. Executive Assistant Bower cited the arrival of the drug war, an increased crime rate, and more efficient enforcement of laws, as well as other factors which help contribute to the overcrowding.

On page 4 of the Report, Commissioner Maglaras spoke to the County Attorney's Line .07, Overtime Expense, exceeding 1000% of the budgeted amount. This is due to the Attorney's office not following the Commissioners' employment policy and the Attorney's opinion that as an Elected Official he has more latitude to operate within his budget as long as the bottom line is not exceeded. Line .33, Computer Expenses is due to an overloaded system that crashed.

On Page 8, the Unemployment Insurance is high because the cost is front-loaded on each employees first \$7,000 of wages earned, not on each position and as an employee leaves, the cost begins again for the replacement employee.

On Page 10, Representative Wheeler wanted to know who paid the other fifty percent (50%) of line .55, Aide to Permanently and Totally Disabled; the response was the State of New Hampshire.

On Page 11 it was noted that there has been an increase in juvenile and mediation cases referred to the County from the State which requires increased contact, resulting in a higher than anticipated line .68, Telephone Expense.

On Page 12, Representative Keans questioned how the County gets a handle on clothing costs for the Jail. Mr. Bower explained that it was

Strafford County Annual Report 1989

based on an average number of inmates for the year and the expected turnover rate.

On Page 12, Representative Swope asked the difference between lines .80 and .81, Building Repair and Equipment Repair/Maintenance; line .80 is for the replacement of two locks and line .81 is for the repair of some different locks.

Commissioner Roberge noted that the National Institute of Corrections (NIC) is featuring the Strafford County Jail Industries Program in a publication as a model nation-wide for other institutions.

On Page 15, Representative Swope asked if the County pays 100% of health insurance cost for employees. The response was yes; but the employees who wish to add a spouse or other family members must pay for these costs via a weekly pay deduction. Representative Wall asked why Strafford Hospice Care, Inc. had already spent their entire allocation. Mr. Bower reminded the Delegation that the County pays these organizations based on units of service performed and Hospice had simply provided more units at a faster rate than was anticipated by either the County or the organization.

On Page 17, Representative Wheeler asked about the Workman's Compensation line. Mr. Bower said that the County was self-insured, the money is placed in our own bank and is refunded if unused at the end of the year. He also noted that travelling personnel have an increased rate than office personnel, which adds to the higher than expected cost.

On Page 19, Line .07, Overtime is higher at the Rest Home due to absenteeism which may not occur in other departments. This is due to the fragility of the resident's health and the commitment to quality care at the Rest Home.

Strafford County Annual Report 1989

On Page 24, Line 9500.01, Health Insurance. This line is high due to an error at Blue Cross and Blue Shield. A credit has been received since that time in the amount of \$71,000.

Chairman Frechette asked for an explanation of the Income not received on Page 27.

Mr. Bower said the budget represents the actual expenditures through September 30. Expenses incurred during that quarter but paid after September 30, are posted back to September 30. Income, however, is not handled that way. While income may be earned in the quarter ending September 30, if the money arrives after that date, it is not posted back into the closed quarter, but in the quarter when it is received.

Representative Frechette asked if given a slow down in the economy, if the County was going to meet the income projections.

Mr. Bower said definitely yes. The only line we may not come in on is the earned interest on investment line. This is because the County, to protect itself from bank failures, or other market problems, collateralizes its investments which may cost between one-quarter to one-half a percentage point in interest.

Representative Keans noted that as she reviewed the budget she sees a lot of expenses in several departments directly related to the Riverside Rest Home's feeding of and caring for inmates in the Corrections department. She asked when the corresponding income lines will be adjusted.

Mr. Bower assured her that these adjustments will be made and will appear in the audit report at the end of the year.

Strafford County Annual Report 1989

Representative Wheeler moved to accept the Third Quarter Budget Report as presented. Representative Keans seconded the motion and it carried unanimously on a voice vote.

Chairman Frechette commended the Commissioners in their efforts to control spending.

Commissioner Maglaras updated the Committee on the status of the Alms House Renovation project. He also congratulated Commissioner Roberge for being nominated by the New Hampshire Association of Counties (NHAC) as County Commissioner of the Year and on his election as Mayor of Rochester.

Commissioner Roberge congratulated Commissioner Maglaras for being appointed to the National Association of Counties (NACo) Committee on land use.

Chairman Frechette said that the next meeting of the Full Delegation will be in January and the Fourth Quarter Budget Report meeting will be sometime in February. He wished everyone a happy holiday season.

Representative Keans moved to adjourn; Representative Swope seconded the motion and it passed unanimously on a voice vote at 10:30 a.m.

*Respectfully submitted,
Douglas Lachance, Clerk
Strafford County Delegation*

Strafford County Annual Report 1989

DIRECTORY

ADMINISTRATION

Strafford County Justice & Administration Bldg.
PO Box 799
Dover, New Hampshire 03820

<i>Commissioners Office</i>	<i>742-1458</i>
<i>Personnel & Finance Office</i>	<i>742-1458</i>
<i>Human Services Department</i>	<i>742-1469</i>
<i>Information & Referral</i>	<i>742-8078</i>
<i>Family/Child Intervention</i>	<i>742-8078</i>
<i>Registry of Deeds</i>	<i>742-1741</i>
<i>County Attorney</i>	<i>749-2808</i>
<i>Register of Probate</i>	<i>742-2550</i>
<i>Clerk of Superior Court</i>	<i>742-3065</i>
<i>Cooperative Extension Service</i>	<i>749-4445</i>
<i>Regional Planning Commission</i>	<i>742-2523</i>
<i>Soil Conservation District</i>	<i>742-4730</i>
<i>Community Action Program</i>	<i>749-1334</i>

Strafford County Sheriff's Office
& Dispatch Center

PO Box 1218
Dover, New Hampshire 03820 ***742-4960***

Strafford County House of Corrections

County Farm Crossroads
Dover, New Hampshire 03820 ***742-3310***

Strafford County Riverside Rest Home

30 County Farm Crossroads
Dover, New Hampshire 03820 ***742-1348***

CITIES AND TOWNS

Barrington

Town Office
Star Route
Barrington, NH 03825
664-9007

Dover

Municipal Building
288 Central Avenue
Dover, NH 03820
742-3551

Strafford County Annual Report 1989

Directory Page 2

Durham

*Town Office
Durham, NH 03824
868-5571*

Farmington

*Town Office
Farmington, NH 03835
755-2208*

Lee

*Town Office
Seven Mast Road
Lee, NH 03824
659-5414*

Madbury

*Town Office
13 Town Hall Road
Madbury, NH 03820
742-5131*

Middleton

*Town Office
Union, NH 03887
473-2261*

Milton

*Town Office
Main Street, Box 310
Milton, NH 03851
652-4501*

New Durham

*Town Office
Main Street
New Durham, NH 03855
859-2091*

Rochester

*City Hall
31 Wakefield Street
Rochester, NH 03867
332-1167*

Rollinsford

*Town Office
PO Box 427
Rollinsford, NH 03869
742-2510*

Somersworth

*City Hall
157 Main Street
Somersworth, NH 03878
692-4262*

Strafford

*Town Office
Center Strafford, NH 03815
664-2192*

